



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF MONDAY, AUGUST 16, 2021
AT 200 HIGHLANDS BOULEVARD DRIVE**

CALL TO ORDER

Mayor Mike Clement 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 Hudson, Alderman Ottenad, Alderman Huether, Alderman Baumann, Alderman Toben, and Mayor Clement. Alderman Nolte was absent. A quorum was present.

APPROVAL OF THE MINUTES

August 2, 2021 Board of Aldermen Public Hearing

Alderman Ottenad made the motion to approve the minutes of the Monday, August 2, 2021 Board of Aldermen Public Hearing. The motion was seconded by Alderman Huether and carried unanimously, with no objections from any members of the Board of Aldermen.

August 2, 2021 Board of Aldermen Regular Meeting

Alderman Ottenad made the motion to approve the minutes of the Monday, August 2, 2021 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

Mayor Clement stated that Alderman Nolte would not be in attendance, so he reassigned Resolution 21-0834 to Alderman Toben.

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

CONSIDERATION OF PETITIONS

Comments from the Public

There were none.

REPORTS FROM THE MAYOR

Mayoral Proclamation – Flags of Valor

Mayor Clement presented a Flags of Valor proclamation for all the hard work that has gone into the event and memorial on Art Hill. Mayor Clement thanked everyone that has been a part of this.

Mayoral Reports

Mayor Clement stated that Alderman Ottenad along with staff, were able to attend the Mideast Market Grand Opening. He said they were so inviting; it was a great open house. Mayor Clement reminded everyone the School Supply Drive is still active until the end of the month. There are four locations that items can be dropped off at: City Hall, the Justice Center, West County EMS, or the Parks Department. All items that will be collected will be given to the Parkway School District. Mayor Clement recognized the last of the Community Band Concert of the year. Mayor Clement reminded everyone summer is winding down and the Aquatic Center is closing Labor Day weekend.

REPORTS FROM THE CITY ADMINISTRATOR

Police Accreditation Report – Captain Smith

Captain Smith stated to date he has written over 194 policies. He has now created all the electronic files that go with the policies. Currently, he is in phase three, which is the proof finding phase. He will have to have proof finding stage for all standards, it is pictures and documentation for all standards. Captain Smith stated we are on target, and he believes it will be December of next year for accreditation.

Dougherty Ferry Road Update – Director Jaycox

Interim City Administrator Justin Klocke stated that they have started work again on the Dougherty Ferry Road Construction. He asked Director of Public Works Tyler Jaycox to speak regarding the construction. Director Jaycox stated it is good news, construction has resumed on Dougherty Ferry. They have submitted a plan to the contractor, and they provided us with a cost. He said it was higher than what we wanted so he negotiated with them and the current cost of this is \$68,000 in addition to the contracts. He is projecting the road will be back open in the second week of September and construction will be completed at the end of September.

14401 Manchester Road (Sunup Express) Report

Mr. Randy Green stated they should be done by the end of the month. They had some issues with repairs nearing the end. He said the crosswalks have now been wired and the right turn signal lane will be going in next week. Mayor Clement asked when do they plan to be open. Mr. Green answered he thinks they will be open Labor Day Weekend. He said the inside has been ready for a few months.

Interim City Administrator Justin Klocke stated that Deputy Clerk sent out the invitation for the 50 Year Resident luncheon. It will be held on September 15 at Lazy River Grill. Interim City Administrator Klocke stated the 2020 Census data was released and Manchester currently stands at 18,333. Interim City Administrator Klocke stated Director of Finance Yucuis sent out the 7th month financial report to the Board. As everyone was able to see,

everything continues to look great on Manchester's end. Interim City Administrator Klocke reminded everyone the next meeting will be held on Tuesday, September 7 due to the Labor Day Holiday being on Monday.

Alderman Huether spoke about how she received a lot of positive feedback on the Public Works Department.

List of Paid Bills (Warrant dates of 08-03-2021 to 08-15-2021)

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.

Homecoming Committee

Alderman Ottenad stated they did not meet but their next meeting will be held August 18 at 6:30 p.m. at the Parks Building.

Audit and Finance Committee

Alderman Baumann stated they did not meet but should be having another meeting in October.

Tree Advisory Board

Director of Public Works Tyler Jaycox stated they did not meet.

ACTION ON OLD BILLS

Bill No. 21-2442 - Personnel Manual and Chapter 135 Finance and Purchasing Amendment

Alderman Ottenad read for the second time 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 made the motion that Bill No. 21-2442, become Ordinance No. 21-2327. The motion was seconded by Alderman Toben.

A poll of the Board showed:

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

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

ACTION ON NEW LEGISLATION

Resolution No. 21-0834 - Personnel Manual Amendment - Appeal of Remediation

Alderman Toben read Proposed Resolution No. 21-0834, entitled: "A RESOLUTION AMENDING SECTION VII OF THE PERSONNEL MANUAL OF THE CITY OF MANCHESTER PERTAINING TO EMPLOYEE REMEDIATION", by title only.

Alderman Toben made the motion for approval of Resolution No. 21-0834. The motion was seconded by Alderman Huether and carried unanimously, without any objections from any members of the Board of Aldermen.

Resolution No. 21-0835 - 2021-2023 General Purpose Financial Statement Audit and Single Audit Professional Services Agreement

Alderman Baumann read Proposed Resolution No. 21-0835, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT IN AN AMOUNT NOT TO EXCEED SIXTY-THREE THOUSAND DOLLARS (\$63,000.00) WITH STOPP & VANHOY, LLC FOR THE AUDIT OF THE CITY'S GENERAL PURPOSE AND SINGLE AUDIT FINANCIAL STATEMENTS FOR FISCAL YEARS 2021 THROUGH 2023", by title only.

Alderman Baumann made the motion for approval of Resolution No. 21-0835. The motion was seconded by Alderman Ottenad and carried unanimously, without any objections from any members of the Board of Aldermen.

Resolution No. 21-0836 - 2021 Concrete Sidewalk Slab Elevation Correction Project Agreement

Alderman Hudson read Proposed Resolution No. 21-0836, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT AMENDMENT WITH LIFT RITE, INC. IN AN AMOUNT NOT TO EXCEED TWENTY-NINE THOUSAND NINE HUNDRED NINETY-EIGHT DOLLARS AND ZERO CENTS (\$29,998.00) TO INCREASE THE SCOPE OF WORK FOR CONSTRUCTION OF IMPROVEMENTS KNOWN AND REFERRED TO AS THE 2021 CONCRETE SIDEWALK SLAB ELEVATION CORRECTION PROJECT", by title only.

A discussion ensued about the allocation of funds on projects per wards. Director Jaycox stated that he will be looking into it and will be getting back to the Board on balancing out the projects within different wards.

Alderman Hudson made the motion for approval of Resolution No. 21-0836. The motion was seconded by Alderman Ottenad and carried unanimously, without any objections from any members of the Board of Aldermen.

Resolution No. 21-0837 - Professional Services Agreement - Seibert Pedestrian Bridge Improvement Project.

Alderman Huether read Proposed Resolution No. 21-0837, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH HORNER & SHIFRIN, INC. IN AN AMOUNT NOT TO EXCEED SIXTY THOUSAND FOUR HUNDRED SEVENTEEN DOLLARS AND FIFTY CENTS (\$60,417.50) TO PROVIDE THE CITY WITH PROFESSIONAL ENGINEERING DESIGN SERVICES FOR THE SEIBERT PARK PEDESTRIAN BRIDGE IMPROVEMENT PROJECT IN THE CITY OF MANCHESTER", by title only.

Alderman Huether made the motion for approval of Resolution No. 21-0837. The motion was seconded by Alderman Toben and carried unanimously, without any objections from any members of the Board of Aldermen.

MISCELLANEOUS

Comments from the Public

Mr. Robert Lopez asked when there would be artwork back in the Court room. Director of Parks Kat Schien answered hopefully soon. She said the Arts Specialist is looking forward to getting art back on the walls.

EXECUTIVE SESSION

Alderman Baumann 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 Baumann 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 Hudson - aye
- Alderman Toben - aye
- Alderman Baumann - aye
- Alderman Ottenad - aye
- Alderman Heuther - aye
- Alderman Nolte - absent

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 Baumann and carried unanimously. The meeting adjourned at 8:15 p.m.