



**MINUTES OF THE PUBLIC HEARING OF
TUESDAY, SEPTEMBER 5, 2023
2023 PROPERTY TAX LEVY FOR THE CITY’S GENERAL OPERATING FUND
AND DEBT SERVICE FUND**

CALL TO ORDER

Mayor Mike Clement called the Public Hearing of the Board of Aldermen to order at 7:01 p.m.

ROLL CALL AND STATEMENT OF QUORUM

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

PUBLIC HEARING

The following notice of the public hearing was then read:

“The Board of Aldermen of the City of Manchester will hold a public hearing at 7:00 pm on Tuesday, September 5, 2023, via Zoom and in person at the Manchester Justice Center, 200 Highlands Blvd, at which time the citizens may comment on the proposed 2023 Property Tax Levy for the City’s General Operating Fund and Debt Service Fund.”

Speaking as a proponent, Director of Finance Sieve explained that the Public Hearing was to discuss the setting of the residential, personal, and commercial property tax assessment rates in a Proposed Bill to be read later in the meeting, as required by state law. The residential and commercial rates decreased slightly, while personal property tax rate remained the same as the previous year. He also explained that any reversal of the City’s voluntary property tax reductions can only be made in even-numbered years.

COMMENTS FROM OPPONENTS, QUESTIONS OR COMMENTS FROM THE PUBLIC

There were no opponents.

ADJOURNMENT

Mayor Clement closed the public hearing at 7:04 p.m.



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF TUESDAY, SEPTEMBER 5, 2023
AT 200 HIGHLANDS BOULEVARD DRIVE**

CALL TO ORDER

Mayor Clement called the Regular Board of Aldermen Meeting to order at 7:04 p.m.

ROLL CALL AND STATEMENT OF QUORUM

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

APPROVAL OF THE MINUTES

August 21, 2023 Public Hearing – Community Development Block Grant Allocation

Alderman Ottenad made the motion to approve the minutes of the Monday, August 21, 2023, Public Hearing for the Community Development Block Grant Allocation. The motion was seconded by Alderman Toben and carried unanimously, with no objections from any members of the Board of Aldermen.

August 21, 2023 Regular Board of Aldermen Meeting

Alderman Ottenad made the motion to approve the minutes of the Monday, August 21, 2023, Regular Board of Aldermen 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 Baumann made the motion to approve the Order of Items on the Agenda, as presented. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Aldermen.

CONSIDERATION OF PETITIONS

Comments from the Public

None.

REPORTS FROM THE MAYOR

Interim Prosecuting Attorney Keith Cheung Introduction

Mayor Clement introduced the Interim Prosecuting Attorney Keith Cheung. Mr. Cheung thanked the Board for the opportunity to serve the City of Manchester. He continued that he has been a resident of Manchester for 30 years and has enjoyed being a part of the community. Mr. Cheung explained that he has worked in municipal law for many years and has about 100 years of collective municipal prosecutorial experience from his work with many surrounding municipalities. He continued that he follows the direction of the Board to uphold the laws of

the executive body and works closely with law enforcement and code enforcement.

Mayoral Reports

Mayor Clement reminded the Board that Homecoming was the upcoming weekend starting Friday, August 8th until around 5pm on Sunday, September 10th.

Mayor Clement notified the Board of other upcoming events including the Homecoming Volunteer lunch and 50-Year Resident Luncheon. He commended City Clerk Melugin for her efforts organizing these events. Mayor Clement continued with other upcoming events including two fundraisers benefitting Sgt Absolon to be held at Lafayette Industries and Tucker's West, City Mechanic's Dale Fox's 30th year work anniversary, Conversations with the Mayor on September 13th at 6:30pm, POW/MIA Ceremony on September 15th, a retirement celebration for Mark Conrad on September 15th, and E-Cycling event on September 16th.

Mayor Clement read the statement requested by Fox 2 in response to the County Executive's discussion of annexation at a County Council meeting.

REPORTS FROM THE CITY ADMINISTRATOR

Sewer Lateral Fee Reduction

Assistant Director Pracht explained that in 2022 the sewer lateral fund was running lower and there were many people utilizing the program prompting voters to approve a raise in the annual sewer lateral annual tax fee from \$28 to \$50 per household. He continued that the fund has since grown and is currently very healthy and that repairs applied for per year have gone down.

With this information Assistant Director Pracht suggested lowering the Sewer Lateral Fee from \$750 to \$400 effective immediately after Board approval. Assistant Director Pracht answered the Board's questions and explained that the lower program utilization could be attributed to the slower housing market. Alderman Baumann also suggested that the trend may be because of the increase in the application fee around 2018. Assistant Director Pracht and the Board discussed the potential refund of 2023 applications submitted prior to this change and a recommendation regarding this would be brought before the Board at a future meeting.

Alderman Nolte made the motion to approve the decrease in the Sewer Lateral Application Fee from \$750 to \$400 effective immediately. The motion was seconded by Alderman Huether and carried unanimously, with no objections from any members of the Board of Aldermen.

List of Paid Bills (Warrant dates of 08-21-2023 to 09-03-2023)

There were no questions.

Reports from the Committees

Planning and Zoning Commission

Alderman Nolte reported that the Planning and Zoning Commission voted in favor of granting a Special Use Permit for someone to reside in a historic home in the C-1 district and a text amendment to the zoning code regarding marijuana.

Veterans Commission

Alderman Huether reported that the Veterans Commission was busy getting ready for the POW/MIA Remembrance Day. She encouraged anyone able to attend the event on Friday, September 15th at 10am. She continued that the reflection will be led by Bob Whaley, a Manchester resident, in honor of his father, a missing in action soldier in North Korea. The next meeting would be in mid-October.

Audit and Finance Committee

Alderman Baumann stated that the Audit and Finance Committee had no report.

Tree Advisory Board

Alderman Dodge stated that there was no report for the Tree Advisory Board.

Homecoming Committee

Alderman Ottenad stated that Homecoming would be held the upcoming weekend.

Annexation Update

Alderman Dodge reminded everyone that there would be two groups of people voting on annexation: Manchester residents and residents in the unincorporated area. The last day to register to vote for the November election is October 11th and the vote would be held on November 7th.

ACTION ON OLD BILLS

None.

INTRODUCTION OF NEW LEGISLATION

Resolution No. 23-0945

Recruitment and Referral Incentive Program Policy

Alderman Toben read Proposed Resolution No. 23-0945, entitled: "A RESOLUTION OF THE CITY OF MANCHESTER BOARD OF ALDERMEN ENACTING A RECRUITMENT AND REFERRAL INCENTIVE PROGRAM POLICY," by title only.

Alderman Toben made the motion for approval of Resolution No. 23-0945. The motion was seconded by Alderman Huether and carried unanimously, with no objections from any members of the Board of Aldermen.

BILL NO. 23-2510

Appointment of Interim Prosecuting Attorney Keith Cheung

Alderman Ottenad read Proposed Bill No. 23-2510 entitled: "AN ORDINANCE OF THE CITY OF MANCHESTER, MISSOURI, PROVIDING FOR THE APPOINTMENT OF AN INTERIM PROSECTUING ATTORNEY AND ESTABLISHING COMPENSATION THEREFOR," by title only.

Alderman Ottenad stated Emergency Legislation has been requested. Alderman Ottenad made the motion for approval of emergency legislation. The motion was seconded by Alderman Huether and carried unanimously, with no objections from any members of the

Board of Aldermen.

Alderman Ottenad read for the second time Bill No. 23-2510, entitled: "AN ORDINANCE OF THE CITY OF MANCHESTER, MISSOURI, PROVIDING FOR THE APPOINTMENT OF AN INTERIM PROSECTUING ATTORNEY AND ESTABLISHING COMPENSATION THEREFOR," by title only.

Alderman Ottenad made the motion that Bill No. 23-2510, become Ordinance No. 23-2394. The motion was seconded by Alderman Huether.

A poll of the Board showed:

Alderman Dodge – aye

Alderman Baumann – aye

Alderman Toben – aye

Alderman Huether – aye

Alderman Nolte – aye

Alderman Ottenad – aye

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

BILL NO. 23-2511

Establishing and Levying the Rate of Taxation for Real and Personal Property

Alderman Dodge read Proposed Bill No. 23-2511 entitled: "AN ORDINANCE ESTABLISHING AND LEVYING THE RATE OF TAXATION UPON ALL REAL AND PERSONAL PROPERTY IN THE CITY OF MANCHESTER FOR CALENDAR YEAR 2023," by title only.

No further action at this time.

MISCELLANEOUS

Comments from the Public

None.

CLOSED SESSION

Alderman Baumann read "Notice is hereby given that pursuant to Chapter 610, Section 610.021 of the Revised Statutes of Missouri (the Missouri Open Meetings and Records Law) and subject to a motion duly made and adopted by roll call vote, the Board of Aldermen will hold a closed meeting for the purpose of dealing with matters relating to the following:

Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys (Sec. 610.021(1) RSMo)

Sealed bids and related documents, until the bids are opened; and sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected (Section 610.021(12)RSMo)

Alderman Baumann made the motion to go into closed session. The motion was seconded by Alderman Toben.

A poll of the Board showed:

Alderman Huether – aye

Alderman Nolte – aye

Alderman Toben – aye

Alderman Ottenad – aye

Alderman Dodge – aye

Alderman Baumann – aye

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

ADJOURNMENT

There being no further business, Alderman Toben made the motion to adjourn. The motion was seconded by Alderman Nolte and carried unanimously. The meeting adjourned at 8:30 p.m.