



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING  
OF TUESDAY, SEPTEMBER 6, 2022  
AT 200 HIGHLANDS BOULEVARD DRIVE**

**CALL TO ORDER**

Mayor Mike 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 15, 2022 Public Hearing - Community Development Block Grant**

Alderman Ottenad made the motion to approve the minutes of the Monday, August 15, 2022 Public Hearing for the Community Development Block Grant. The motion was seconded by Alderman Dodge and carried unanimously, with no objections from any members of the Board of Aldermen.

**August 15, 2022 Public Hearing - Text Amendment for Food Trucks and Special Events**

Alderman Ottenad made the motion to approve the minutes of the Monday, August 15, 2022 Public Hearing for a Text Amendment regarding Food Trucks and Special Events. The motion was seconded by Alderman Dodge and carried unanimously, with no objections from any members of the Board of Aldermen.

**August 15, 2022 Regular Board of Aldermen Meeting**

Alderman Ottenad made the motion to approve the minutes of the Monday, August 15, 2022 Regular Board of Aldermen Meeting. The motion was seconded by Alderman Dodge 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 presented. The motion was seconded by Alderman Dodge and carried unanimously, with no objections from any members of the Board of Aldermen.

**CONSIDERATION OF PETITIONS**

**Liquor License for Discount Liquors**

City Clerk Melugin explained that Discount Liquors is changing owners and managing officers, requiring a new liquor license. She continued that it was reviewed by the Police Department, and everything checked out.

Alderman Ottenad made the motion for approval of the Liquor License for Discount Liquors. The motion was seconded by Alderman Dodge and carried unanimously, with no objections from any members of the Board of Aldermen.

Comments from the Public

There were none.

**REPORTS FROM THE MAYOR**

Mayoral Reports

Mayor Clement reminded everyone that Manchester Homecoming would be the upcoming weekend at Schroeder Park. He continued that bow hunting deer season starts soon and they are hoping to get about 25 does this season.

**REPORTS FROM THE CITY ADMINISTRATOR**

Introduction of Dalton Roskowske – Police Officer

Chief Will introduced Dalton Roskowske, the City's newest Police Officer. Officer Roskowske graduated from the Academy in 2021 and the Missouri Sheriff's Association. He served as a dispatcher and patrolman in Pacific prior to coming to the City of Manchester.

Sewer Lateral Repair Program Financial Assistance Program & Repair Cost Cap Proposed Changes

Assistant Director of Public Works Pracht explained that this financial assistance program is an opportunity for those who are low income to get assistance in utilizing the Sewer Lateral Repair Program. This would waive the application fee for those who are approved for the program. The fee would be taken from the Sewer Lateral Fund. He continued that the Sewer Lateral Fund was in good shape and the other change proposed tonight would increase the repair cost cap amount from \$6,000 to \$10,000. He explained that the increase in \$10,000 would be for every applicant and the financial assistance would just be for those who meet income guidelines.

Alderman Nolte made the motion for approval of the Sewer Lateral Program Financial Assistance Program and Repair Cost Cap Proposed Changes. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Aldermen.

Employee Recognition

City Administrator Klocke read a letter written by Autumn Oaks Apartments commending Sergeant Absolon, Code Enforcement Supervisor Plowman, and Code Enforcement Officer Alexander on their work in assisting a resident in getting the resources needed to help maintain their safety, health, and autonomy. They continued that their service went above and beyond any expectations and helped immediately improve the life of the resident affected and their neighbors.

Chief Will added that these types of responses are not uncommon for this group of City employees and that they are always diligently assisting residents to help them with various issues.

City Administrator Klocke commended them on their hard work and help they provide the community.

List of Paid Bills (Warrant dates of 08-10-2022 to 09-05-2022)

There were no questions.

**Reports from the Committees**

Planning and Zoning Commission

Alderman Nolte reported that the Planning & Zoning Commission approved a sign and reviewed multiple cases regarding a veterinary clinic.

Veterans Commission

Alderman Huether reported that the Veteran's Commission would meet September 7<sup>th</sup> via Zoom. She continued that the Commission would have a booth at Homecoming. Alderman Huether also notified the Board of the upcoming the POW/MIA Recognition Day event which would be held on Friday, September 16<sup>th</sup> at 10am at the Veteran's Memorial.

Homecoming Committee

Alderman Ottenad reported that Homecoming would be going on Friday, September 9<sup>th</sup> through Sunday, September 11<sup>th</sup>. She continued that the parade would be on Saturday morning and start at 10am.

Audit and Finance Committee

Mayor Clement reported that the Audit and Finance Committee did not meet.

Tree Advisory Board

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

**ACTION ON OLD BILLS**

BILL NO. 22-2481

*Conflict of Interest Biennial Adoption*

Alderman Dodge read for the second time Bill No. 22-2481, entitled: "AN ORDINANCE RE-AFFIRMING THE PROVISIONS OF SECTIONS 120.010 THROUGH 120.070 OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, MISSOURI WHICH ESTABLISHES A PROCEDURE TO PROVIDE FOR THE DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTEREST FOR CERTAIN MUNICIPAL OFFICIALS OF THE CITY OF MANCHESTER, MISSOURI," by title only.

Alderman Dodge made the motion that Bill No. 22-2481, become Ordinance No. 22-2365. The motion was seconded by Alderman Ottenad.

A poll of the Board showed:

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

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

**BILL NO. 22-2482**

*Repeal of Section 210.2330 and 210.2340 – Begging and Pedestrians Soliciting Rides or Business*

Alderman Nolte read for the second time Bill No. 22-2482, entitled: “AN ORDINANCE REPEALING SECTIONS 210.2330 AND 210.2340 OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER RELATING TO BEGGING AND PEDESTRIANS SOLICITING RIDES OR BUSINESS,” by title only.

Alderman Nolte made the motion that Bill No. 22-2482, become Ordinance No. 22-2366. The motion was seconded by Alderman Huether.

A poll of the Board showed:

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

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

**AMENDED BILL NO. 22-2483**

*Food Truck and Special Event Regulations*

Alderman Huether read for the second time Bill No. 22-2483, entitled: “AN ORDINANCE AMENDING CHAPTER 405 AND CHAPTER 605 BY ADOPTING PROCEDURES AND REQUIREMENTS FOR SPECIAL EVENTS AND DEFINITIONS AND REGULATIONS FOR FOOD TRUCKS,” by title only.

Alderman Huether proposed that the Board of Aldermen eliminate the Special Event Fee due to the fact that the events are used to bring the community together and the fee could be a deterrent in lessening the distance. The Board showed approval for the elimination of the fee for all special events.

Alderman Huether made the motion to postpone voting on Bill No. 22-2483 until next meeting where it would reflect changes discussed. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Aldermen.

**INTRODUCTION OF NEW LEGISLATION**

**Resolution No. 22-0885**

*Construction Services for Hazel Falls Channel D Improvement Project*

Alderman Dodge read Proposed Resolution No. 22-0885, entitled: “A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH TWO ALPHA CONTRACTING LLC IN THE AMOUNT OF ONE HUNDRED SEVENTY-EIGHT

THOUSAND SIX HUNDRED FORTY-THREE DOLLARS AND THIRTY CENTS (\$178,643.30) FOR THE CHANNEL D CREEK IMPROVEMENT PROJECT – HAZEL FALLS 1004, 1005, 1006 IN THE CITY OF MANCHESTER,” by title only.

Director Tate explained that this company had completed similar projects in St. Louis City and County.

Alderman Dodge made the motion for approval of Resolution No. 22-0885. The motion was seconded by Alderman Huether and carried unanimously, with no objections from any members of the Board of Aldermen.

Resolution No. 22-0886

*Agreement for Stock & Associates for Hazel Falls Channel D Improvement Project*

Alderman Nolte read Proposed Resolution No. 22-0886, 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 FIFTEEN THOUSAND DOLLARS (\$15,000.00) TO PROVIDE THE CITY WITH CONSTRUCTION INSPECTION SERVICES FOR THE CHANNEL D CREEK IMPROVEMENT PROJECT- HAZEL FALLS 1004, 1005, 1006 IN THE CITY OF MANCHESTER,” by title only.

Alderman Nolte made the motion for approval of Resolution No. 22-0886. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Aldermen.

Resolution No. 22-0887

*Contract for Various Sidewalk Elevation Correction*

Alderman Toben read Proposed Resolution No. 22-0887, 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 FORTY-EIGHT THOUSAND FIVE HUNDRED FIFTY DOLLARS AND ZERO CENTS (\$248,550.00) FOR CONSTRUCTION OF IMPROVEMENTS KNOWN AND REFERRED TO AS THE 2022 SIDEWALK SLAB ELEVATION CORRECTION PROJECT,” by title only.

Alderman Toben made the motion for approval of Resolution No. 22-0887. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Aldermen.

Resolution No. 22-0888

*Consent to Joint Representation of Attorney Erin Seele*

Alderman Huether read Proposed Resolution No. 22-0888, entitled: “A RESOLUTION AUTHORIZING THE CITY TO CONSENT TO JOINT REPRESENTATION AND WAIVER OF CONFLICTS OF INTEREST TO ALLOW THE CITY ATTORNEY TO PROVIDE LEGAL ASSISTANCE TO MANCHESTERCARES, INC.,” by title only.

City Attorney Rost explained this allows their firm to separately represent the entity ManchesterCares, Inc. and the City of Manchester and allows the sharing of applicable information between the two.

Alderman Huether made the motion for approval of Resolution No. 22-0888. The motion was seconded by Alderman Dodge and carried unanimously, with no objections from any members of the Board of Aldermen.

Resolution No. 22-0889

*Contract for Aquatic Center Restroom Partitions*

Alderman Ottenad read Proposed Resolution No. 22-0889, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER A CONTRACT WITH INTEGRA, INC. IN THE SUM OF FORTY-EIGHT THOUSAND EIGHT HUNDRED AND THIRTY-SEVEN DOLLARS AND NO CENTS (\$48,837.00) FOR RENOVATIONS TO THE AQUATICS CENTER RESTROOMS," by title only.

Alderman Ottenad made the motion for approval of Resolution No. 22-0889. The motion was seconded by Alderman Dodge and carried unanimously, with no objections from any members of the Board of Aldermen.

Resolution No. 22-0890

*Contract for Repair of the Seibert Park Bridge Support Wall*

Alderman Huether read Proposed Resolution No. 22-0890, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER A CONTRACT WITH GEOSTABILIZATION INTERNATIONAL, LLC., IN THE SUM OF ONE HUNDRED EIGHTY THOUSAND, EIGHT HUNDRED AND EIGHTY-EIGHT DOLLARS AND NO CENTS (\$180,888.00) FOR REPAIR OF THE SUPPORTING WALLS ON THE SEIBERT PARK BRIDGE," by title only.

Alderman Huether made the motion for approval of Resolution No. 22-0890. The motion was seconded by Alderman Ottenad and passed with a vote 5-1.

Resolution No. 22-0891

*Contract to Paint and Re-Caulk the Aquatic Center Pools*

Alderman Ottenad read Proposed Resolution No. 22-0891, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO EXPEND THE SUM OF EIGHTY-FIVE THOUSAND DOLLARS AND NO CENTS (\$85,000.00) TO CCIMW LLC FOR THE PAINTING AND CAULKING OF THE AQUATICS CENTER POOLS," by title only.

Alderman Ottenad asked for clarification for the amount over budget would be coming from.

Alderman Ottenad made the motion for approval of Resolution No. 22-0891. The motion was seconded by Alderman Dodge and carried unanimously, with no objections from any members

of the Board of Aldermen.

Resolution No. 22-0892

*Purchase of a Skid Steer for Parks*

Alderman Toben read Proposed Resolution No. 22-0892, entitled: "A RESOLUTION ACCEPTING THE BID OF CLARK EQUIPMENT CO. DBA BOBCAT OF ST. LOUIS IN THE AMOUNT OF EIGHTY-THREE THOUSAND EIGHTY-TWO DOLLARS AND FORTY-NINE CENTS (\$83,082.49) FOR THE PURCHASE OF ONE (1) S76 T4 BOBCAT SKID STEER LOADER AND AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ISSUE A PURCHASE ORDER THEREFOR," by title only.

Alderman Toben made the motion for approval of Resolution No. 22-0892. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Aldermen.

BILL NO. 22-2484

*Amendment to Section 355.240 - Parking for Permitted Loading or Unloading*

Alderman Toben read Proposed Bill No. 22-2484, entitled: "AN ORDINANCE AMENDING A PORTION OF THE TRAFFIC CODE, CHAPTER 355 OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, MISSOURI, RELATING TO PARKING OF RECREATIONAL VEHICLES FOR LOADING OR UNLOADING," by title only.

No further action at this time.

BILL NO. 22-2485

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

Alderman Baumann read Proposed Bill No. 22-2485, entitled: "AN ORDINANCE ESTABLISHING AND LEVYING THE RATE OF TAXATION UPON ALL REAL AND PERSONAL PROPERTY IN THE CITY OF MANCHESTER FOR CALENDAR YEAR 2022," by title only.

No further action at this time.

BILL NO. 22-2486

*Amendment to Section 510.010 - Obstructing, Injuring Streets and Sidewalks*

Alderman Nolte read Proposed Bill No. 22-2486, entitled: "AN ORDINANCE AMENDING A PORTION OF THE BUILDING AND CONSTRUCTION CODE, CHAPTER 510 OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, MISSOURI, RELATING TO STREETS, SIDEWALKS AND PUBLIC PLACES," by title only.

No further action at this time.

BILL NO. 22-2487

*Approving Final Plat for 14567 and 14571 Manchester Road*

Alderman Baumann read Proposed Bill No. 22-2487, entitled: "AN ORDINANCE APPROVING A FINAL PLAT (LOT CONSOLIDATION), FOR 14567 AND 14571 MANCHESTER ROAD ("WEST COUNTY ANIMAL CLINIC") BEING A TRACT OF LAND IN THE SOUTHWEST ¼ OF SECTION 36, TOWNSHIP 45 NORTH, RANGE 4 EAST LOCATED IN THE CITY OF MANCHESTER AND AUTHORIZING THE FINAL PLAT TO BE RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS OF ST. LOUIS COUNTY, MISSOURI, SUBJECT TO CERTAIN CONDITIONS," by title only.

No further action at this time.

### **MISCELLANEOUS**

#### *Comments from the Public*

There were none.

Alderman Dodge thanked the staff for including the budget line item in the memo for resolutions.

### **ADJOURNMENT**

There being no further business, Alderman Nolte made the motion to adjourn. The motion was seconded by Alderman Huether and carried unanimously. The meeting adjourned at 7:49 p.m.