



**MINUTES OF THE PUBLIC HEARING OF
MONDAY, SEPTEMBER 18, 2023
SPECIAL USE PERMIT FOR 210 HENRY AVE**

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 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 City of Manchester Board of Aldermen shall hold a public hearing on Monday, September 18 at 7:00 p.m. at the Manchester Justice Center, 200 Highlands Boulevard Dr, to consider the following: Case Number 23-SUP-02 – Consideration of a Special Use Permit to allow a property located in the C-1 Commercial and H-Historic District to be used as a single-family residential dwelling. The subject property is 210 Henry Avenue, Manchester Missouri.”

Speaking as a proponent, Erika Gotway, owner of 210 Henry Ave, explained that the property was previously utilized as a travel agency, but was historically a home dating back to 1899. She continued that visually it appeared more as a single-family home, and it was sold to them as such. After purchase they were informed that it was designated historic and commercial, and they would need a special use permit to use the property as a single-family home. Ms. Gotway explained that they intend to preserve the historical significance of the home and do not plan to make any changes to the home at this time.

COMMENTS FROM OPPONENTS, QUESTIONS OR COMMENTS FROM THE PUBLIC

There were no opponents.

Diane Iezzi, owner of 437 Royal Village Dr, expressed excitement in seeing someone preserving the historic home. Director Riganti answered Ms. Iezzi’s questions explaining that the difference between a residential designation would be the usage of the property as a single-family home instead of commercial or industrial use.

Alderman Nolte reported that there was a positive recommendation for approval of the special use permit.

ADJOURNMENT

Mayor Clement closed the public hearing at 7:06 p.m.



**MINUTES OF THE PUBLIC HEARING OF
MONDAY, SEPTEMBER 18, 2023
ENDORSEMENT OF APPLICATION FOR GRANT TO PURCHASE
AND UPGRADE PD RADIO EQUIPMENT**

CALL TO ORDER

Mayor Mike Clement called the Public Hearing of the Board of Aldermen to order at 7:06 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 City of Manchester Board of Aldermen shall hold a public hearing on Monday, September 18, 2023 at 7:00 p.m. at the Manchester Justice Center, 200 Highlands Boulevard Dr, to consider the following: The Manchester Police Department has applied for federal grant funding through the 2023 Edward Byrne Memorial Justice Assistance Grant Program for the fiscal year 2023. If awarded, the funds will be used to replace existing police radio equipment.”

Speaking as a proponent, Lt. Ed Skaggs, explained that the Police Department applied for federal funding for a grant to replace their fleet of radios that included the department’s handheld and car radios. He continued that the current fleet of radios was around ten years old and due to its age parts are no longer available if the radios fail. Lt. Skaggs explained that the department had been replacing one or two a year, but if they were awarded the grant, they would replace all of them. He explained that the old radios would then be kept as spares. If awarded, the grant funding would most likely not be available for a few months from application.

COMMENTS FROM OPPONENTS, QUESTIONS OR COMMENTS FROM THE PUBLIC

There were no opponents.

Lt. Skaggs answered the Board’s questions explaining that they had not previously received this grant before and that the total funds would be \$270,537.99. He continued that he was hopeful in being awarded the grant, but it was not a guarantee. Lt. Skaggs explained that twenty-six large municipalities and twenty-six small municipalities in each state would be a recipient of the funds.

ADJOURNMENT

Mayor Clement closed the public hearing at 7:11 p.m.



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF MONDAY, SEPTEMBER 18, 2023
AT 200 HIGHLANDS BOULEVARD DRIVE**

CALL TO ORDER

Mayor Clement called the Regular Board of Aldermen Meeting to order at 7:11 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

September 5, 2023 Public Hearing - 2023 Property Tax Levy

Alderman Ottenad made the motion to approve the minutes of the Tuesday, September 5, 2023, Public Hearing for the 2023 Property Tax Levy. The motion was seconded by Alderman Dodge and carried unanimously, with no objections from any members of the Board of Aldermen.

September 5, 2023 Regular Board of Aldermen Meeting

Alderman Ottenad made the motion to approve the minutes of the Tuesday, September 5, 2023, 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

Comments from the Public

None.

REPORTS FROM THE MAYOR

Mayoral Proclamations- Retirement of Mark Conrad

Mayor Clement read a proclamation congratulating Public Works employee, Mark Conrad, on his retirement. He thanked Mark for his 43 years working with the City and wished him well in retirement.

Mayoral Proclamations

Mayor Clement acknowledged the POW/MIA Ceremony and the 30-year anniversary

celebration of City Mechanic, Dale Fox. He commented that both proclamations were available in the packet.

Appointment of Planning and Zoning Commissioner - Derrick Williams

Alderman Ottenad made the motion for the appointment of Derrick Williams as a member of the Planning & Zoning Commission. The motion was seconded by Alderman Baumann and carried unanimously, with no objections from any members of the Board of Aldermen.

Mayoral Reports

Mayor Clement reported on the success of Homecoming. He thanked staff and volunteers for making it such a successful and fun weekend. Mayor Clement acknowledged the emotional POW/MIA Recognition Ceremony that took place on Friday, September 15th.

Mayor Clement reported on other events in the City including the e-cycling event the previous weekend where 405 vehicles showed up to recycle items. The City collected \$366.00 and 250 food items for Circle of Concern at the event. Mayor Clement thanked Public Works for their dedication to this regional recycling event and mentioned that the Public Works Department had received statewide recognition for the event. He also reported that the Lafayette Industries fundraiser for Sgt. Absolon was great, and their goals were exceeded.

Mayor Clement acknowledged that Captain Smith would be heading for the FBI Academy and wished him well. Mayor Clement notified the Board of a deer concern from a new resident. He explained that this concern brought to the City's attention that a parcel belonging to the City housed many deer near the concerned resident. The Suburban Bowhunters asked if the City would be willing to let them hunt on the property. He continued that if the Board voted in favor of this applicants would need to submit the hunting permission form and proof of insurance from Suburban Bowhunters to the City and that adjacent residents would need to be notified of the hunting. He also stated that the City would set parameters where they might hunt.

Alderman Ottenad made the to authorize the City to take care of the precautions and move forward with granting permission to Suburban Bowhunters. The motion was seconded by Alderman Dodge and carried unanimously, with no objections from any members of the Board of Aldermen.

REPORTS FROM THE CITY ADMINISTRATOR

City Administrator Klocke wished Captain Smith well in his FBI training. He continued by thanking the Police Department and officers who have stepped up to take some responsibilities during Captain Smith's training.

Sewer Lateral Application Fee Refunds - 2023

City Administrator Klocke explained that at the September 5th Board of Aldermen meeting, the Board approved the reduction of the sewer lateral application fee from \$750 to \$400. He continued that after the approval of the reduction, the Board had asked staff to give a report on potentially refunding residents who had utilized the sewer lateral program in 2023 prior to the approved reduction. He explained that there were three possible options staff had come up with to present to the Board. The first option would be that the Board of Aldermen could authorize the refund of \$350 to the twenty-four residents who had utilized the program in 2023 immediately in FY 2023. The second option would be to administer the \$350 refund to

the twenty-four residents in FY 2024. The third option would be to not issue a refund for the applications submitted prior to the approval of the reduction. City Administrator Klocke recommended an amendment to the FY 2023 for the refund.

Alderman Ottenad made the motion to approve the fee schedule amendment to include a \$350 refund to the twenty-four sewer lateral applicants in 2023. The motion was seconded by Alderman Dodge and carried unanimously, with no objections from any members of the Board of Aldermen.

List of Paid Bills (Warrant dates of 09-04-2023 to 09-17-2023)

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 that was before the Board that evening. He continued that the Commission gave a positive recommendation for text amendment to the zoning code regarding marijuana that would come before the Board soon.

Veterans Commission

Alderman Huether reported that the Veterans Commission had a successful POW/MIA Recognition Ceremony and were working on Veterans Day. She continued that due to Veterans Day being on a Saturday, the City's events would be held on Friday, November 10th. The next meeting would be on Thursday, October 5th at 5pm.

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 reported that Homecoming was successful. She continued that the weather was beautiful throughout the celebration, 3,000 raffle tickets were sold this year, and they sold at least \$6,000 in drinks on Friday night and around \$14,000 in drinks on Saturday.

Annexation Update

Alderman Dodge reminded everyone to register to vote.

ACTION ON OLD BILLS

BILL NO. 23-2511

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

Alderman Dodge read for the second time 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.

Alderman Dodge made the motion that Bill No. 23-2511, become Ordinance No. 23-2395. The

motion was seconded by Alderman Ottenad.

A poll of the Board showed:

Alderman Baumann – aye

Alderman Toben – aye

Alderman Nolte – aye

Alderman Ottenad – aye

Alderman Dodge – 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.

INTRODUCTION OF NEW LEGISLATION

BILL NO. 23-2512

Special Use Permit for 210 Henry Ave

Alderman Baumann read Proposed Bill No. 23-2512 entitled: “AN ORDINANCE CREATING A SPECIAL USE PERMIT AND GRANTING THE SAME TO JEFFREY AUGUSTINE AND ERIKA GOTWAY, PROPERTY OWNERS, TO USE THE PROPERTY LOCATED AT 210 HENRY AVENUE, MANCHESTER, MISSOURI AS A SINGLE-FAMILY RESIDENCE, AS PROVIDED FOR IN SECTION 405.240(C)(28) OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER,” by title only.

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

Alderman Baumann read for the second time Bill No. 23-2512, entitled: “AN ORDINANCE CREATING A SPECIAL USE PERMIT AND GRANTING THE SAME TO JEFFREY AUGUSTINE AND ERIKA GOTWAY, PROPERTY OWNERS, TO USE THE PROPERTY LOCATED AT 210 HENRY AVENUE, MANCHESTER, MISSOURI AS A SINGLE-FAMILY RESIDENCE, AS PROVIDED FOR IN SECTION 405.240(C)(28) OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER,” by title only.

Alderman Baumann made the motion that Bill No. 23-2512, become Ordinance No. 23-2396. The motion was seconded by Alderman Ottenad.

A poll of the Board showed:

Alderman Ottenad – aye

Alderman Nolte – aye

Alderman Dodge – aye

Alderman Huether – aye

Alderman Toben – 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.

Resolution No. 23-0946

Endorsement of Application for Grant to Purchase and Upgrade PD Radio Equipment

Alderman Huether read Proposed Resolution No. 23-0946, entitled: "A RESOLUTION APPROVING THE SUBMISSION TO THE 2023 EDWARD BYRNE JUSTICE ASSISTANCE GRANT PROPOSAL TECHNOLOGY IMPROVEMENT - COMMUNICATIONS EQUIPMENT REPLACEMENT GRANT FOR FUNDING IN AN AMOUNT NOT TO EXCEED TWO HUNDRED SEVENTYTHOUSAND FIVE HUNDRED THIRTY-SEVEN DOLLARS AND NINETY-NINE CENTS (\$270,537.99) FOR THE REPLACEMENT OF THE OFFICER'S HANDHELD RADIOS AND CAR-MOUNTED RADIO EQUIPMENT," by title only.

Alderman Huether made the motion for approval of Resolution No. 23-0946. The motion was seconded by Alderman Nolte and carried unanimously, with no objections from any members of the Board of Aldermen.

MISCELLANEOUS

Alderman Baumann brought up the innovation award from Missouri Municipal League and the potential of nominating ManchesterCares for the award.

Comments from the Public

Derrick Williams, owner of 8 Treehill Ct, thanked the Board for the opportunity to broaden his scope of services in the City and for voting him to be a member of the Planning and Zoning Commission.

ADJOURNMENT

There being no further business, Alderman Ottenad made the motion to adjourn. The motion was seconded by Alderman Baumann and carried unanimously. The meeting adjourned at 7:46 p.m.