

**BOARD OF ALDERMEN MEETING**  
**THURSDAY, March 16, 2023**

**CALL TO ORDER.** Mayor Luke Davis called the regular semi-monthly meeting of the Board of Aldermen to order at 6:04 PM on Thursday, March 16, 2023, at the Fremont Hills Country Club, 1953 Fremont Hills Drive, Fremont Hills, MO.

**PLEDGE OF ALLEGIANCE.** The pledge of allegiance was recited.

**ROLL CALL.** Kay O’Neill, City Clerk/Finance Officer called the roll—a quorum was present.

Luke Davis, Mayor	Present		
Damon Mills, Alderman Ward 1	Present	Sunthosh Parvathaneni, Alderman Ward 1	Present
Talyia Leeper, Alderwoman Ward 2	Present	Kerry Nelson, Alderman Ward 2	Present
Alisa Lowry, Alderwoman Ward 3	Present	Randy West, Alderman Ward 3	Present

Guests in Attendance: No guests in attendance.

City Officials: Dale Batson/Project Manager and Kay O’Neill/City Clerk/Finance Officer

**OPEN FLOOR TO VISITORS\***

No comments to come before the board.

**AGENDA**

**ITEMS FOR APPROVAL**

**Approval of February 16, 2023, Regular Meeting Minutes (Davis)**

A motion to approve the February 16, 2023, regular meeting minutes was made by Nelson, with Mills seconding the motion. Leeper and Lowry abstained as they were absent. The motion was unanimously approved.

**Approval of February 16, 2023, Closed Session Meeting Minutes (Davis)**

A motion to approve the February 16, 2023, closed session meeting minutes was made by Nelson, with Mills seconding the motion. Leeper and Lowry abstained as they were absent. The motion was unanimously approved.

Parvathaneni entered the meeting at this time.

**Approval of Treasurer’s Report and Expenses to be Paid (O’Neill)**

This report was made a part of the board packet. A motion to approve the treasurer’s report and expenses to be paid of \$14,785.94/general fund and \$27,299.39/sewer fund was made by Lowry, with Leeper seconding the motion. The motion was unanimously approved.

**Resolution #255-2023 Authorizing Destruction of City Records (O’Neill)**

The records proposed to be destroyed were attached with the resolution and made a part of the board packet. A motion to approve Resolution #245-2022 as amended to remove OSRD records was made by Lowry, with Mills seconding the motion. The motion was unanimously approved.

**OLD BUSINESS**

**City Building (Nelson)**

A few questions were received from individuals who pulled the bids. You can go to the Springfield Blue Print plan room to see who pulled bids. The bid opening will take place on March 22 at 2 p.m.

**Citywide Fiber (Mills)**

No progress update. The installation process now requires three visits from Net Vision—one to lay the cable, one to connect the cable to the home, and one to complete the install.

**Ordinance Violation Committee (Lowry)**

The committee met and was tasked with looking at the ordinances for clarity and recommending a formal process which will be brought to the board for discussion prior to giving to Haskins. We are still working on these items. The next step is to review the nuisance ordinance. The committee will meet next on March 27.

**Community Shred Event (O'Neill)**

Residents were informed via email this week of the upcoming shred event on Saturday, June 10. More information will be sent out closer to the event. West volunteered to assist during the event.

**Traffic/ Speed Study (Batson)**

Batson received a map from SMCOG showing the locations where we can hang the traffic counters. He will work with SMCOG to get the study scheduled.

**Proposed Ordinance Pertaining to Street Repairs (Batson)**

The Planning and Zoning Commission met tonight to discuss changes to our codes pertaining to damage done to our streets from utility repairs. We do not have anything in our codes pertaining to this, and we recently had an issue with a road repair. We would like any vendor who cuts into a street to make the repair with concrete. The committee will meet again in a month to continue discussions.

**Cassidy Lift Station Fence Repairs (Batson)**

The fence materials were delivered last Thursday. Batson purchased Cedar from Lowe's which cost \$2,230.80. He will need to buy fasteners which will cost \$110. He will make the repairs in the next few weeks when the weather is stable.

**CWERG Engineering Update (Batson)**

No update.

**Wastewater Treatment Plant Update (Batson)**

We received the second variable frequency drive. Batson reported that we will be going over budget for sludge hauling but does not know by how much. We budgeted \$25,000 for this year—we budgeted \$29,000 in 2022 and \$27,000 in 2021. We typically have 25 dry tons per year—we had 22 last year, so we are behind on hauling. Batson feels we will be way under budget for repairs and maintenance. The cost for chemicals has risen. Dyer purchased pH buffers and standards which rose from \$100 to \$340. All supplies for the plant continue to double or triple in price. Other municipalities are raising their sewer rates—we need to look at raising rates after the bond is paid off. Batson will reach out to Gary Weber at MRWA to get the rate analysis process started. The sewer needs to pay for itself. We have not had a rate increase in 13 years, and the levy has been either flat or decreased. We cannot take from the general account as those funds need to go to street maintenance. Paying off the bond does not fix the problem.

Discussion took place regarding potential assessment charges for Fair Haven and Briarbrook and a higher rate for commercial properties. There has not been a noticeable impact at the treatment plant since 4 By 4 Brewing Company opened (they are recirculating their water). The impact would be noticed at the lift station.

Batson and Dyer conducted I&I testing during a recent rain event. A couple spots were identified by the plant (10-12 gallons per minute) and another spot by the golf course.

**NEW BUSINESS**

**Street Sign (Batson)**

We had a request from a homeowner in the 12<sup>th</sup> addition to look at putting up two-way stop signs in place of the yield signs at the intersection of Interlochen Drive and Pasatiempo Drive--he feels it is dangerous and reported that there have been many near misses. It was suggested that we either keep the yield signs or put a stop sign where vehicles exit the gate.

**Neighborhood Garage Sale (O’Neill)**

There was general discussion about the annual neighborhood garage sale which will be held on April 28 and 29. An email will be sent to the residents and signs will be posted at the entrances. It was decided that extra patrol will not be necessary. We will inform residents that last year’s sale was a success and that they should be prepared for extra traffic.

**City Comprehensive Plan (Davis)**

SMCOG will be working with us to put together a comprehensive plan. Davis and Batson will meet with them initially and then decide if the two of them can work on the plan or if a committee will need to be formed. A plan is required to have planning and zoning and if we want to be eligible for grants.

**Procurement Ordinance Discussion (Batson)**

Discussion took place around updating the City Purchasing and Procurement policy which was last updated in 2010. The board reviewed the current purchasing requirements. The existing policy requires an ad for anything over \$10,000—it is currently hard to do anything at that cost. The policy is missing a request for qualifications requirement, which is included in most municipality policies. We will look into the process for accepting electronic bids. After discussion, the board decided on the following purchasing limits: 1) \$0-\$4,999 will require mayor approval, 2) \$5,000-\$29,999 will require three written or electronic bids with board approval, and 3) \$30,000 and above will require a sealed, formal bid with ad. Nelson will make those adjustments and send to Haskins for review/ approval.

**CLOSED SESSION**

**Closed session pursuant to RSMO 610.021(1) Legal.** A motion to go into closed session pursuant to RSMO 610.021(1) Legal was made by Nelson, with Parvathaneni seconding the motion. The motion was unanimously approved by roll call vote with the ayes being: Leeper, Lowry, Mills, Nelson, Parvathaneni, and West—there were no nay votes.

**ADJOURN**

A motion to adjourn was made by Nelson, with Parvathaneni seconding the motion. The motion was unanimously approved. The meeting adjourned at 8:04 PM.

CITY OF FREMONT HILLS

By: \_\_\_\_\_  
Luke Davis, Mayor

ATTEST:

\_\_\_\_\_  
Kay O’Neill, City Clerk/Finance Officer