Meeting Minutes

Regular Session held on June 14th, 2022 at 5:00 PM

**In attendance were:**

**Board Members:** Elizabeth Damm, Stacy Hylton, Paul Lahman, Saj Shakeel and Christopher Wright

**Village Staff**: Village Clerk/Treasurer April Baxter, Village Maintenance Roy Groves, Chief Water Operator Kevin Turley, and Officer Tam with the Village of Ferrelview Police Department

**Audience Members**: Deputies Hannah Heckman and Kori Lostroh

**Absent**: Chief of Police Mathew Baker

**1. Open Session**

The City Clerk stated that Ms. Hylton will be late to the session due to work obligations and Chief Baker will be unable to attend and Officer Tam will be giving the department stats.

**2. Call to Order-Chairman**

Chairman Christopher Wright called the meeting to order at 5:01 PM

**3. Approval of Agenda**

Christopher Wright stated he would like to make two amendments to the agenda;

1) To include storm debris clean-up. The City Clerk asked where he would like the amendment listed, Mr. Wright stated he would like it listed under item 13 (C) New Business.

2) Audience Participation to be placed between items numbered 3 and 4 to allow the Platte County Sherriff’s Office to make their presentation.

A motion was made by Paul Lahman to accept the amendments to the agenda for June 14th, 2022. Motion was seconded by Saj Shakeel.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stacy Hylton-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Paul Lahman-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saj Shakeel-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Christopher Wright-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 4-0-0-1

A motion was made by Elizabeth Damm to approve the amended agenda. Motion was seconded by Paul Lahman.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stacy Hylton-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Paul Lahman-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saj Shakeel-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Christopher Wright-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 4-0-0-1

Ms. Hylton arrived at the meeting at approximately 5:05 PM

**4. Audience Participation**

**a. Platte County Sherriff’s Office Outreach Event**

Deputy Heckman introduced herself and Deputy Lostroh to the Board of Trustees. Deputy Heckman stated that the Platte County Sherriff’s office is attempting to provide outreach through hosting community events. Deputy Heckman stated that they have an outreach event planned at the Ferrelview First Christian Church on July 29th, 2022 from 6-8PM. She added that Synergy Services and Taking it to the Streets will be there for additional resources and will be providing food and drinks free of charge, there will be a bounce house for the children and other volunteers will be there as well. Deputy Heckman added that a flyer will be available to pass out about 2 weeks before the event once it is approved by her superior.

Mr. Wright added that the Village of Ferrelview will be having an event on the second weekend of September and would like to invite the Sherriff’s to the event. Deputy Heckman stated that usually they can provide a K9 unit (kids love dogs), the SWAT Team vehicle (if available), along with the DUI vehicle too to entertain the community. Mr. Wright asked for a business card so that the Village can relay the time of the event once it is set in today’s meeting.

**5. Chairman Christopher Wright**

**a. Pro Tem Chairman**

Mr. Wright stated that currently there is no Pro Tem Chairman to call meeting to order in case of his absence and would like to nominate Elizabeth Damm as Pro Tem Chair. No other nominations were made.

A motion was made by Christopher Wright to appoint Elizabeth Damm as Pro Tem Chairman for the Village of Ferrelview Board of Trustees. Motion was seconded by Stacy Hylton.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stacy Hylton-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Paul Lahman-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saj Shakeel-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Christopher Wright-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 5-0-0-0

**b. Village Historian Appointment**

Mr. Wright stated that the Village applied for the Electronic Records Retention Grant in April and was not approved for the funding. Mr. Wright stated that he thought that because we have found several historical documents that having a town historian would benefit the community and Ms. Damm has showed interest in the Village history. Mr. Wright stated that a proclamation could be made to establish said Office.

A motion was made by Christopher Wright to appoint Elizabeth Damm as the Village Historian. Paul Lahman seconded the motion.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stacy Hylton-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Paul Lahman-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saj Shakeel-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Christopher Wright-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 5-0-0-0

Mr. Wright stated he would like to prepare the proclamation and take a picture with Elizabeth and send off to the newspaper for some positive P.R. (Public Relations)

**c. Personal Statement**

Mr. Wright stated that he was out of town when he heard that a severe storm had hit the Village. Mr. Wright thanked Ms. Damm and all the Trustees for their hard work and dedication during the storm, retrieving barricades, contacting Evergy, etc.

**d. Community Facebook Page**

Mr. Wright stated that he asked the Clerk about having a Facebook page and she informed him that previously there was a Facebook page but no one to her knowledge has the credentials to login. Mr. Wright stated that he would like to develop a new one so that community updates, newsletters, etc. can be posted. The board discussed the topic in length.

A motion was made by Christopher Wright to establish a new community Facebook page for the Village of Ferrelview with Elizabeth Damm and Stacy Hylton as the moderators. Motion was seconded by Saj Shakeel.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stacy Hylton-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Paul Lahman-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saj Shakeel-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Christopher Wright-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 5-0-0-0

**6. City Clerk April Baxter**

**a. Approval of Meeting Minutes May 10th, 2022**

Ms. Baxter asked for corrections to the meeting minutes from the regular session held on May 10th, 2022. No corrections were noted.

A motion was made by Elizabeth Damm to approve the meeting minutes as presented from the regular session held on May 10th, 2022. Motion was seconded by Christopher Wright.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stacy Hylton-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Paul Lahman-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saj Shakeel-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Christopher Wright-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 5-0-0-0

**7. Treasurer April Baxter**

**a. Treasurer’s Report: Monthly Billing Summaries**

Ms. Baxter presented to the Board of Trustees the monthly billing summaries for all accounts held by the Village of Ferrelview. Ms. Hylton asked about the KC Water bill. Ms. Baxter replied that it is listed under item 15 (a).

A motion was made by Paul Lahman to pay the bills. Motion was seconded by Christopher Wright.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stacy Hylton-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Paul Lahman-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saj Shakeel-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Christopher Wright-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 5-0-0-0

**8. Emergency/Health Safety Saj Shakeel**

a. No New Business

**9. Parks & Recreation Commissioner Stacy Hylton**

**a. Fall Festival Planning**

Ms. Hylton called for ideas for the festival. Mr. Wright stated that he spoke with Damien Salazar the owner of Unicorn Apartment and he (Mr. Salazar) would be interested in providing music for the festival once a time is set. Ms. Hylton asked for ideas for the time for the festival. Ms. Baxter stated that she would contact the Kansas City Fire Department to see if they could bring a truck by for the event. The Board discussed the topic in great length and decided to provide hotdogs, watermelon and chips for food. Ms. Baxter stated she would donate several Gatorade premixes. Ms. Damm suggested a craft table for the kids. Mr. Groves asked if the new park furniture would be here in time, Ms. Baxter replied that it is scheduled to be here by then. The Board decided to hold the festival between 5-8 PM. Mr. Wright stated that the Board needed to be proactive about getting the word out. Ms. Baxter stated that she could create a banner for the event and since it has been set for the second weekend in September it could be reused annually. Mr. Wright stated that the plans needed to be finalized by next month’s meeting.

**b. No Littering & No Vandalism Signs City Park/Community**

Ms. Hylton asked if the purchase of the signs were approved in the previous session. Ms. Baxter replied that the purchase of the park hours signs were approved but not the others. Mr. Groves asked for no littering signs to be placed on Heady Ave as there is a lot of trash being deposited in the ditch line.

Mr. Groves added that he caught a teenager girl on top of the gazebo and has seen children vandalizing the park equipment. The Board discussed the various signage available and current pricing.

A motion was made by Stacy Hylton to approve the purchase of 2 (two) “No Littering” signs to be displayed in the City Park not to exceed 65 (sixty five) dollars. Motion was seconded by Christopher Wright.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stacy Hylton-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Paul Lahman-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saj Shakeel-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Christopher Wright-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 5-0-0-0

A motion was made by Stacy Hylton to approve the purchase of 2 (two) “No Vandalism” signs to be displayed in the City Park not to exceed 45 (forty five) dollars. Motion was seconded by Christopher Wright.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stacy Hylton-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Paul Lahman-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saj Shakeel-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Christopher Wright-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 5-0-0-0

**10. Water Commissioner Paul Lahman**

a. No New Business

**11. Street Commissioner Elizabeth Damm**

**a. Repaving & Extension of Chester Ave North of 3rd Street**

Ms. Damm stated that she has reached out to Mr. Vega several times in an effort to discuss the possible extension of Chester Avenue. Mr. Vega has been unresponsive to date, so Ms. Damm has no update.

**12. Police Department**

**a. Department Update/Stats**

Office Tam gave the Village of Ferrelview Police Department Stats due to the absence of the Chief of Police, which is approximate due to the restriction of access to all records/reporting.

April stats are; Calls for Service 3, Traffic Stops 30, Citations 19, Reports 3, Arrests 1

May stats are; Calls for Service16, Traffic Stops 23, Citations 13, Reports 3, Arrests 1

Ms. Baxter stated the Chief Baker informed her this morning that the Village of Ferrelview Police Department has been approved for the grant that he applied for, although at this time it is unclear as to what items were approved. Mr. Lahman asked if the department has a radar gun. Officer Tam replied that they do possess a radar gun. Mr. Wright asked if there was any major crime that the board needed to be made aware of. Officer Tam replied, “No”, just the normal items.

**13. Kevin Turley Chief Water Operator**

**a. No New Business**

Mr. Turley stated that he is still in the process of sending items to the clerk so that an Emergency & Maintenance Contract can be drawn up and placed out for bid.

**14. New Business**

**a. Platte County Strom Water Grant Award**

Ms. Baxter stated that the Village of Ferrelview was awarded twenty thousand and ninety five dollars for Stormwater related improvements, although it was not the total amount requested the Village will focus its improvements on the publicly owned street, 6th Street. Ms. Baxter stated that she reached out to Ferrelwood MHP and asked for them to consider fund matching to complete the Stormwater related improvements on 7th Street which is owned and maintained by Ferrelwood MHP, to date she has not received a response.

Mr. Wright read the grant agreement sent by Platte County in full to the audience and Board of Trustees.

A motion was made by Christopher Wright to accept the 2022 project agreement from Platte County Stormwater Management for the approved grant reimbursement of twenty thousand ninety five dollars following the special conditions; items one through sixteen that was read. Motion was seconded by Stacy Hylton.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stacy Hylton-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Paul Lahman-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saj Shakeel-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Christopher Wright-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 5-0-0-0

**b. FEMA & MODNR Permits for Stormwater Related Improvements**

Ms. Baxter stated that she spoke with FEMA in regards to updates for Board members and it was brought to her attention that because Ferrelview resides in a floodplain a permit might have to be applied for.

Mr. Shakeel stated he has reached out to FEMA to obtain a floodplain map to ensure the area in which stormwater related improvements are set to be made do not lie in an area designated as A.

Ms. Baxter stated she would contact the Missouri Department of Natural Resources (MODNR) to see if a permit needs to be obtained.

Saj Shakeel left the regular session at approximately 6:38 PM due to previous obligations.

**c. Storm Debris Clean-Up**

The Board discussed assembling a volunteer crew to help residents clean up their storm debris. Ms. Baxter stated that most communities are assisting their residents with storm debris removal. Ms. Baxter added that there is a place close by that accepts drop offs at no charge on Saturdays. Ms. Hylton stated that her neighbor was charged to drop off debris on Saturday. Mr. Groves stated that he dropped off two loads on Saturday at no charge.

Ms. Hylton asked about the property on Francis that is owned by the church. Ms. Baxter stated she would reach out to the church to see what their plans are for the property and it could be added to an agenda at a later date.

Mr. Wright asked if the Board was going to provide relief for the community. The Board further discussed the issue.

Mr. Groves and Mr. Lahman volunteered to help assist residents clean up their storm debris.

A motion was made by Christopher Wright to allow a volunteer crew to assist those people within the Village that need assistance and to drop off the debris at the dumpsite. Motion was seconded by Paul Lahman.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stacy Hylton-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Paul Lahman-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saj Shakeel-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Christopher Wright-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 4-0-0-1

**15. Old Business**

**a. KC Water Bill 504 Garrison Ave Lot 104 Water Loss**

Ms. Baxter stated that the water bill has been received from KC Water for the period that the water was being lost at 504 Garrison Ave Lot 104, the bill totaled ten thousand four hundred fifty five dollars and seventy cents. Ms. Baxter stated that the difference in what was billed out as opposed to what the Village was billed is 1,852,459 (one million eight hundred fifty two thousand four hundred and fifty nine) gallons of water. Ms. Baxter stated that based on her calculations the amount owned by Ferrelwood MHs will be approximately sixty five hundred dollars. Ferrelwood MHP has accepted responsibility for the water loss.

**16. Audience Participation**

Mr. Groves asked about the idea from Mr. Wright for developing a Village flag. Mr. Groves stated that the area on the hill between 1st Street and Cookingham could be a great place to display it. Mr. Wright stated that another municipality held a contest to help develop a county seal, and maybe the Village could hold a flag contest to assist in the development of the flag.

**17. Adjourn Meeting**

A motion was made by Christopher Wright to adjourn the meeting. Motion was seconded by Elizabeth Damm.

Roll Call Vote:

Elizabeth Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stacy Hylton-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Paul Lahman-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saj Shakeel-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Christopher Wright-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 5-0-0-0

Meeting was adjourned at 6:48 PM

The minutes of the meeting held on June 14th, 2022 were approved by the Board of Trustees on this 12th

day of July, 2022.

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 Chairman of the Board

Attest:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 City Clerk