Meeting Minutes

Regular Session held on September 13th, 2022 at 5 PM

**In attendance were:**

**Board Members:** Elizabeth Damm, Paul Lahman and Christopher Wright

**Village Staff**: City Clerk April Baxter, Chief Water Operator Kevin Turley, and Captain Arlesha Johnson.

**Absent:** Chief of Police Jerome Tam, Stacy Hylton and Saj Shakeel

**Audience Members**: Barb Rebuck, Mathew Damm and John Kemp

**1. Open Session**

**2. Call to Order-Chairman**

The regular session was called to order at 5:00 PM by Chairman Christopher Wright.

**3. Approval of Agenda**

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

Roll Call Vote:

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

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

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

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

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

Motion Carries 3-0-0-2

4. **4. Chairman Christopher Wright**

**a. Resignations;**

**a2. Parks & Recreation Commissioner: Stacy Hylton**

Mr. Wright stated that Ms. Hylton has reached out to him regarding her resignation siting work & personal conflicts. Mr. Wright added that he has not heard from her and a previous motion to accept her resignation was tabled as it was not submitted in writing. Ms. Baxter stated that on August 16, 2022 at 12:07 PM she received a text message from Ms. Hylton that stated that she would like to resign. Ms. Baxter asked if they would accept that as written notice.

A motion was made by Elizabeth Damm to accept the resignation of Ms. Stacy Hylton. Motion was seconded by Paul Lahman.

Roll Call Vote:

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

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

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

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

Motion Carries 3-0-0-1

**a1. Emergency/Health/Safety/Building Commissioner: Saj Shakeel**

Mr. Wright stated Mr. Shakeel’s situation is different from Ms. Hylton’s. Mr. Lahman stated that he has heard Mr. Shakeel no longer resides within Ferrelview. Mr. Wright stated that he asked Mr. Shakeel if he still resided within Ferrelview and was unable to obtain a direct answer. Ms. Baxter stated that it is a grey area and they may consider consulting the Village of Ferrelview Attorney on the requirements for establishing residency. Mr. Wright added that Mr. Shakeel stated that he was going to formally submit his resignation to the city clerk. Mr. Shakeel’s resignation was tabled at this time.

**5. City Clerk April Baxter**

**a. Approval of Meeting Minutes**

**a1.August 9th, 2022, Regular Session**

The City Clerk presented to the Board of Trustees the meeting minutes from the regular session held on August 9th, 2022.

**a2.August 16th, 2022, Special Session**

The City Clerk presented to the Board of Trustees the meeting minutes from the special session held on August 16th, 2022.

**a3 August 19th, 2022, Special Session**

The City Clerk presented to the Board of Trustees the meeting minutes from the special session held on August 19th, 2022.

A motion was made by Elizabeth Damm to accept the meeting minutes from August 9th, 16th, and 19th, 2022 as presented by the city clerk. Motion was seconded by Christopher Wright.

Roll Call Vote:

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

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

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

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

Motion Carries 3-0-0-1

**6. Treasurer April Baxter**

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

Ms. Baxter submitted to the Board of Trustees the monthly billing summaries and account balances for all account held by the Village of Ferrelview. Ms. Baxter stated that she mistakenly deposited nine thousand six hundred seventy seven dollars and seven cents (9,677.07) into the General Fund as opposed to the Water Fund for billed water & sewer receipts and added that is has been corrected and the billing statements reflect it. Ms. Baxter added that the additional disbursement for the ARPA Fund was received from the Department of Treasury, which was direct deposited into the Water Account and has been transferred to the ARPA Fund.

A motion was made by Paul Lahman to pay the bills. Motion was seconded by Elizabeth Damm.

Roll Call Vote:

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

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

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

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

Motion Carries 3-0-0-1

**b. Village Fest Total Expenditures**

Ms. Baxter stated that the weather was not in our favor for the festival and it ended up being rained out. Ms. Baxter submitted the total expenditures for Village Fest which was three hundred ninety four dollars and ninety cents (394.90) which was below the one thousand dollar budget that was set.

**7. Water Commissioner Paul Lahman**

**a. Missouri Rural Water PFAS Cost Recovery Program**

Mr. Lahman asked Ms. Baxter to explain the PFAS Recovery Program to the Board of Trustees. Ms. Baxter stated that is a cost recovery program & class action lawsuit designed to help the Village of Ferrelview Water Department recover any costs if certain contaminates are found within our water system. The class action suit is free to join and this information was provided by the Missouri Rural Water Association (MRWA).

A motion was made Paul Lahman to join the MRWA PFAS Cost Recovery Program. Motion was seconded by Christopher Wright.

Roll Call Vote:

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

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

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

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

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

Motion Carries 3-0-0-2

**8. Street Commissioner Elizabeth Damm**

**a. No New Business**

**9. Police Department**

**a. Department Update/Stats**

Captain Johnson submitted the Village of Ferrelview Police Department stats to the Board of Trustees. Captain Johnson also asked for the 20 additional hours previously granted by the Board of Trustees to include any officer(s) that are available to work.

A motion was made by Christopher Wright to amend the previous motion 08/09/2022 which states ‘to increase the pay of the Village of Ferrelview Police Department to twenty (20) dollars per hour, and reduce the hours to thirty two (32) hours a week for the same six hundred forty dollars within the budget and further to hire an additional officer at twenty dollars per hour at twenty hours per week to be paid directly out of the ARPA Fund” to state in correction, to have any officer who is already within the roles of the Ferrelview Police Department to come back, if they so choose, at twenty (20) dollars per hour, for no more than twenty (20) hours per week to be paid directly out of the ARPA Fund for the duration of one year from this date September 13th, 2022. Motion was seconded Paul Lahman.

Roll Call Vote:

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

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

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

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

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

Motion Carries 3-0-0-2

**10. Kevin Turley Chief Water Operator**

**a. No New Business**

The City Clerk submitted a video submitted by Chief Water Operator Kevin Turley in regards to the master meter vault repairs at Ferrelwood MHP resulting from the blockage that occurred on Easter Sunday of 2022. Mr. Turley added that the mobile home park is now being feed by the valve on 6th & Heady and Hilltop Road is turned back off. Mr. Turley stated that the fire hydrant on 6th & Garrison will be replaced by Menke Excavating in the near future and a valve will be added to isolate the hydrant. Mr. Turley stated that the Village will replace the disturbed concrete at 6th & Heady Avenue. Ms. Baxter stated she would contact KC Masonry to replace the concrete and request him to bill the Village.

**11. New Business**

**a. Board of Trustees Vacancies**

**a1. Interested Party Involvement**

Mr. Wright stated that there is one vacancy on the board, possibly two and there will be another soon when he takes office as the Recorder of Deeds in Platte County. There were to interested parties noted in the audience, Mr. Mathew Damm and Mr. John Kemp. Ms. Baxter stated the requirements of anyone interested in the open position(s) on the Board of Trustees.

Mr. John Kemp introduced himself to the Board of Trustees. Mr. Kemp stated that he moved to the community a few years ago and has been involved in the insurance industry for approximately twenty (20) years.

Mr. Mathew Damm stated that he has been in the community for approximately 10 years. Mr. Damm added that he has been volunteering within the community and would like to become more involved.

A motion was made by Elizabeth Damm to appoint Mr. John Kemp to the current vacancy on the Board of Trustees effective September 13th, 2022. Motion was seconded by Paul Lahman.

Roll Call Vote:

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

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

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

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

Motion Carries 3-0-0-1

A motion was made by Christopher Wright to appoint Mr. Mathew Damm to the Board of Trustees to fill the vacancy when the resignation from Trustee Shakeel is rendered, effective immediately. Motion was seconded by Paul Lahman.

Roll Call Vote:

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

John Kemp-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

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

Motion Carries 4-0-0-1

Mr. Wright stated that he just received the resignation from Mr. Saj Shakeel.

Ms. Baxter swore in Mr. John Kemp & Mr. Mathew Damm to the Village of Ferrelview Board of Trustees.

**b. Stormwater Improvements 6th & 7th Street: Opening of Sealed Bids**

Ms. Damm opened a bid for the Stormwater Improvements for 6th & 7th Street received from Rocktown Construction totaling one hundred nine thousand one hundred twenty dollars (109,120). The Board discussed the high bid amount. Mr. Turley added the some of the supplies for the Water Department have increased by fifty percent (50%) since this process was started. The Board discussed where the additional eighty thousand dollars would come from to complete the Stormwater Project. Mr. Kemp asked if the Village was able to solicit for more bids. Ms. Baxter stated that the bid has been open for 11 weeks, she has solicited over ten (10) companies and the county has set a deadline date of November 15th, 2022. Ms. Baxter stated it would be beneficial to reach out to Hobie at Platte County. Ms. Baxter stated that Rocktown Construction did not submit the bid bond required in the “RFB” and the bid is not itemized with a breakdown of expenses. Mr. Wright added that this process has been in motion since November of 2021.

A motion was made by Christopher Wright to table the bid for Stormwater Improvements for 6th & 7th Street. Motion was seconded by Paul Lahman.

Roll Call Vote:

Mathew Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

John Kemp-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Motion Carries 5-0-0-0

**c. Missouri Employers Mutual: Rate Increase Notice**

The City Clerk submitted the possible rate increase notice received from Missouri Employers Mutual Insurance. Mr. Kemp suggested that the clerk reach out to the underwriter of the policy and ask them to shop it through other brokerages. Mr. Kemp acknowledged that he has been previously contracted by M.E.M. and would like to give full discloser of the possible conflict of interest.

**d. Pitney Bowes: Postage Machine Digital Connection Upgrade**

Ms. Baxter stated that Pitney Bowes has sent notice that the postage machine will need a digital connection upgrade. This upgrade will come at no charge to the Village. Ms. Baxter explained that currently the Village leases the stamp within the postage machine from Pitney Bowes as the United States Postal Service owns it and added that a replacement machine would be expensive.

The recorder experienced technical difficulties and shutoff approximately one hour and twenty minutes into the regular session.

**12. Old Business**

**a. 311 Hilltop Road Proposed Resolution from Ferrelwood MHP**

Ms. Rebuck, property manager for Ferrelwood MHP requested a resolution for 311 Hilltop Road Lot 88 as the mobile home has sat vacant for almost two years due to the transport company not obtaining a Transport Permit before bringing the home into Ferrelview. The Board discussed the situation and possible resolution in great detail.

A motion was made by Elizabeth Damm to allow Ferrelwood MHP to apply for a transport permit for the mobile home at 311 Hilltop Road Lot 88. Motion was seconded by Christopher Wright.

Roll Call Vote:

Mathew Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

John Kemp-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Paul Lahman-abstain \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Motion Carries 4-0-1-0

**13. Closed Session Pursuant to;**

a. RSMo 610.021 (3) Personnel

b. RSMo 610.021 (19) Security Systems

c. RSMo 610.021 (1) Legal

A motion was made by Christopher Wright to close the open session and open the closed session. Motion was seconded by Mathew Damm.

Roll Call Vote:

Mathew Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

John Kemp-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Motion Carries 5-0-0-0

The regular session was closed at 6:31 PM

The regular session was reopened at 7:16 PM

A motion was made by Mathew Damm to table the bid opening for the security system to allow Archway Technologies to rebid to match the type of cameras bid by S.E.I. Motion was seconded by John Kemp.

Roll Call Vote:

Mathew Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

John Kemp-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Motion Carries 5-0-0-0

**14. Audience Participation**

**a. Appreciation of COVID Credit: Dewayne Burch**

Ms. Baxter stated that Mr. Burch wanted to thank the Board of Trustees for the Covid19 credit issued to his water account.

**15. Adjourn Meeting**

A motion was made by Elizabeth Damm to adjourn. Motion was seconded by Paul Lahman.

Roll Call Vote:

Mathew Damm-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

John Kemp-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Motion Carries 5-0-0-0

Meeting was adjourned at 7:18 PM

The minutes of the meeting held on September 13th, 2022 were approved by the Board of Trustees on this 11th day of October 2022.

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Chairman Board of Trustees

Attest:

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

City Clerk