Meeting Minutes

Regular Session held on October 11, 2022 at 5 PM

**In attendance were:**

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

**Village Staff:** City Clerk/Treasurer April Baxter and Chief of Police Arlesha Johnson

**Absent:** Chief Water Operator Kevin Turley

**Audience:** Anthony Schneider

**1. Open Session**

**2. Call to Order-Chairman**

Meeting was called to order by Chairman Christopher Wright at 5 PM

**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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

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

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

Motion Carries 5-0-0-0

**4. Chairman Christopher Wright**

**a. No New Business**

**5. Appointment of Commissioners**

**a. Mathew Damm**

A motion was made by Christopher Wright to appoint Trustee Mathew Damm as Emergency Health & Safety Commissioner. Motion was seconded by John Kemp.

Roll Call Vote:

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

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

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

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

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

Motion Carries 5-0-0-0

Mr. Damm asked the Board to discuss establishing a Parks and Recreation Committee as opposed to having it as a Commissioners position. The Board agreed that an ordinance could be written establishing such committee and to be comprised of three members of the Board of Trustees.

**b. John Kemp**

A motion was made by Christopher Wright to appoint Trustee John Kemp as Building Commissioner. Motion was seconded by Elizabeth Damm.

Roll Call Vote:

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

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

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

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

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

Motion Carries 5-0-0-0

Mr. Wright stated that he would like to propose a Police Commissioner’s position as there is no direct oversight on the department currently and reiterated that this Commissioner would not have the authority to initiate vehicle stops or act as an officer of the law at any time or in any way. Mr. Wright asked to be put on record stating that “Our Chief is doing a wonderful job in the short amount of time that she has been here but she is a one person show and it is not normal to not have any kind of checks and balances. So it is not a punitive punishment it’s just, we’re, our police department has been, for the lack of better terms, not good, for a couple of decades.” Mr. Wright added in an effort to fix the problem, the Police Commissioner could fall to the Chairman of the Board of Trustees, as the highest elected official. Mr. Lahman and Mrs. Damm agreed that there need to be oversight by the Board. Mr. Kemp added that it could help protect her as well.

A motion was made by Christopher Wright to include within the duties of the Chairman of the Board of Trustees for the Village of Ferrelview to act as the de facto Police Commissioner and liaison to the Ferrelview Police Department.

Roll Call Vote:

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

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

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

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

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

Motion Carries 5-0-0-0

**6. City Clerk April Baxter**

The City Clerk stated that she would be out of the office for the majority of next week.

**a1. Sept. 13, 2022 Regular Session**

Ms. Baxter presented to the Board of Trustees the meeting minutes for the previous regular session and closed session held on September 13, 2022.

**a2. Oct. 5, 2022 Special Session**

Ms. Baxter presented to the Board of Trustees the meeting minutes for the previous special session held on October 5, 2022.

A motion was made by Elizabeth Damm to accept the meeting minutes as presented from the regular and closed session held on September 13, 2022 and the Special Session held on October 5, 2022. Motion was seconded by John Kemp.

Roll Call Vote:

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

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

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

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

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

Motion Carries 5-0-0-0

**7. Treasurer April Baxter**

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

Ms. Baxter presented the monthly billing summaries for all accounts held by the Village of Ferrelview.

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

Roll Call Vote:

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

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

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

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

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

Motion Carries 5-0-0-0

**8. Water Commissioner Paul Lahman**

**a. No New Business**

**9. Street Commissioner Elizabeth Damm**

**a. Platte County: Paving Request Garrison Ave to 3rd Street**

Ms. Damm stated that the City Clerk sent in the requested street project proposal asked for by Platte County in an effort for the county to have a better understanding of projects that local municipalities planned on completing in the future with the special ¾ cent sales tax that is up for renewal. Ms. Damm stated that the Village is already planning on repaving 6th Street after the stormwater improvements are completed.

**10. Trustee Mathew Damm**

**a. No New Business**

**11. Trustee John Kemp**

**a. No new Business**

**12. Police Department**

**a. Department Update/Stats**

Chief Johnson presented the Department stats for September 2022.

Ms. Baxter stated that Chief Johnson reached out for clarification for “On Call” hours. Ms. Baxter stated that she supplied the Chief with an “On Call” time sheet so that she may record the hours in which she has to report for calls for service that are not during her regularly scheduled time. Ms. Baxter stated that the Chief reported an additional 3.5 hours for a situation in which she had to respond to.

A motion was made by Christopher Wright to approve the additional 3.5 hours for the Chief of Police to be paid above the allotted 32 hours. Motion was seconded by Elizabeth Damm.

Roll Call Vote:

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

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

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

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

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

Motion Carries 5-0-0-0

Chief Johnson asked if she should report all “On Call” hours. Ms. Baxter stated that she asked the Chief to record the hours and if they were turned in before payroll was processed would be paid that week or if submitted after, would be paid the following week with approval from the Board. Mr. Wright agreed with the Clerk’s statement.

**b. Grant Acceptance**

Chief Johnson stated that the computers awarded by the grant were nice but thought the department would benefit more from other equipment that the department does not currently have. Ms. Baxter added that there are several requirements for the grant competition one of which requires the Chief to prepare quarterly reports to NW3C on the positive effects the grant has had on the department along with a few other items. Mr. Wright stated he would reach out to the grant manger to see if the items could be swapped out for items that would better benefit the department.

A motion was made by Christopher Wright to table to the contract for the grant acceptance until November 2022 so that he can reach out to the grant manager to see if the Village can renegotiate the terms of said contract. Motion was seconded by Paul Lahman.

Roll Call Vote:

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

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

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

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

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

Motion Carries 5-0-0-0

**13. Kevin Turley Chief Water Operator**

**a. No New Business**

Absent

**14. New Business**

**a. MOPERM Renewal Invoice 2023**

Ms. Baxter presented to the Board of Trustees the renewal invoice for MOPERM for coverage for 2023 along with the previous two years pricing for comparison.

**15. Old Business**

**a. Pitney Bowes: Postage Machine Required Update Pricing**

Ms. Baxter stated that she received the new device for the meter machine so that it could receive automatic updates. Ms. Baxter added that has received two quotes from Pitney Bowes to replace the postage machine as it is becoming obsolete.

Quote 1: Out-Right Purchase Price $1099.82

Quote 2: Lease 60 months at $54.61 per month totaling $3,270.60

Ms. Baxter added that the new machines also have the ability to track postage for different departments. Mr. Kemp asked about a postage permit. Ms. Baxter replied that she checked into that option several years ago and it was more cost efficient option to stay with Pitney Bowes. Ms. Baxter stated the information was for informative purposes and could be addressed further in the budget meeting for 2023. Mr. Kemp asked about a warranty for a new machine. Ms. Baxter stated she did not have any information on a warranty but could reach out to Pitney Bowes to see if there is one and how long it would be for if a new machine was purchased. Discussion was tabled.

**b. Missouri Employers Mutual Insurance Update**

Ms. Baxter stated there is no update to give at this time.

**c. Elite Auto Sales, LLC: Revocation of Business License**

Ms. Baxter stated that on September 20, 2022 Elite Auto Sales, LLC was sent a “Notice to Conform” with Ordinance 284. The Village received notice from MODOR (Missouri Department of Revenue) that they are not complainant with retails sales tax reporting. Ms. Baxter added that she spoke with the MODOR on Friday October 7, 2022 and Elite Auto Sales was still in a non-complaint state. Ms. Baxter expressed concerns from board members that they were operating more business than All American Tow and Elite Auto Sales out of the building as there are currently banners for RV Part Sales and U-Haul Rentals. Ms. Baxter suggested that a Board member should investigate which companies/businesses are operating out of the building. Ms. Damm added that they have had over 20 days to respond to the notice sent by the Village and this is not the first time the business has been in a non-compliant state, as Platte County reached out last year as they were delinquent in taxes owed to the County. Mr. Kemp added that U-Haul is a franchise a may be operating under the same LLC but it would be beneficial for the board to know that. The Board further discussed the issue in detail.

A motion was made by Christopher Wright to revoke the business license of Elite Auto Sales, LLC located at 500 Francis Street effective October 12, 2022 at 8 AM. Motion was seconded by Paul Lahman.

Roll Call Vote:

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

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

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

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

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

Motion Carries 5-0-0-0

The Clerk was directed to generate a notice to Elite Auto Sales with the decision of the Board of Trustees to revoke their license and for it to be served by the Chief of Police.

**d. Christopher Wright: Resignation**

Mr. Wright gave his resignation as Chairman of the Board of Trustee as he will no longer be able to carry out the duties as Chairman of the Board of Trustees. Mr. Wright added that his resignation is to be effective November 7, 2022 at 11:59 PM.

Christopher Wright nominated Elizabeth Damm as Chairman of the Board of Trustees. Nomination was seconded by Paul Lahman.

Roll Call Vote:

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

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

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

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

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

Motion Carries 5-0-0-0

**16. Audience Participation**

Audience member Anthony Schneider addressed the Board of Trustees. Mr. Schneider stated that he is a current resident of the Village of Ferrelview. Mr. Schneider asked the Board of Trustees if the POST (Peace Officers Standards and Training) roster was active and current (for the Ferrelview Police Department). Chief Johnson replied that she was making some changes to it. Mr. Schneider asked if Richard Pacheco, Mathew Baker and Tyler Anderson still work here. Chief Johnson stated Baker is still with the department. Mr. Schneider again asked if it was accurate. Chief Johnson stated that she just took over the position and is still making updates to the roster. Mr. Schneider stated that he was previously employed with the Ferrelview Police Department and did not want to end his employment but the current Chief of Police at the time, Mathew Baker, was going to reprimand him for an incident that occurred within the Ferrelview Police Department involving Sergeant Anderson. Mr. Schneider stated that after the incident he quit under duress. Mr. Schneider added that he felt threatened by Anderson and Baker. Mr. Schneider stated he was also here to get a copy of his employee file. Mr. Wright asked if Mr. Schneider went to the Board of Trustees to report the issue. Mr. Schneider replied that he did not as the current Chairman of the Board at the time was Phillip Gilliam and he did not comfortable in doing so. Ms. Baxter (Custodian of Records) supplied him with a true and accurate copy of his employee file. Mr. Schneider stated that after going through the events with Richard Pacheco and Daniel Clayton, he was in the process of helping the department becoming fully legal. Mr. Wright asked him to clarify what he meant by legal. Chief Johnson replied moving forward after Clayton. Ms. Baxter stated that Anthony’s resignation was very sudden and that she did not know what surrounded his resignation until earlier today when Mr. Schneider came in to formally request a copy of his employee file. Ms. Baxter added that it was a shock to her and is probably a shock to this Board as well. Mr. Schenider added that as a citizen he would like to voice concerns about Mathew Baker, Tyler Anderson and Richard Pacheco being employed by the Village of Ferrelview Police Department.

Mr. Kemp asked about a possible nuisance residence. Ms. Baxter stated that if it is on the agenda it could be formally addressed. Mr. Kemp asked about the off the record questions. Ms. Baxter told Mr. Kemp that if he has a question he can ask her or another Board Member but to be cautious as speaking with more than one Board Member at a time (three) would be considered a quorum.

**17. Adjourn**

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

Roll Call Vote:

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

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

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

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

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

Motion Carries 5-0-0-0

Meeting was adjourned at 6:14 PM.

The minutes of the held on October 11, 2022 at 5 PM were approved by the Board of Trustees on this 15th day of November, 2022.

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Chairman of the Board

Attest:

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City Clerk