Meeting Minutes

Regular Session held November 15, 2022 at 5 PM

**In attendance were:**

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

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

**Absent:** Chief Water Operator Kevin Turley

**Audience Members:** None

**1. Open Session**

**2. Call to Order-Chairman**

Meeting was called to order by Chairman Elizabeth Damm at 5:03 PM

**3. Approval of Agenda**

A motion was made by Elizabeth Damm to pose a question for a Christmas tree for City Hall to be added as item 5 (d). Motion was seconded by Christopher Wright.

Roll Call Vote:

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

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

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

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

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

Motion Carries 5-0-0-0

A motion was made by Elizabeth Damm to approve the agenda with the amendment. Motion was seconded by Christopher Wright.

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. City Clerk April Baxter**

**a. Approval of Meeting Minutes October 11, 2022 Regular Session**

The City Clerk presented the minutes from the previous regular session held on October 11, 2022 to the Board of Trustees for approval.

A motion was made by Christopher Wright to approve the meeting minutes from October 11, 2022 as presented. Motion was seconded by Mathew 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

**5. Chairman Elizabeth Damm**

**a. Trunk or Treat Update**

Ms. Damm stated that her and her husband, Mathew Damm, attended the Trunk or Treat held at Ferrelview Christian Church, representing the Board of Trustees. She added that she thought it was a good idea for the Board of Trustees to continue to participate in the event. Ms. Baxter asked if Ms. Damm would like to address it in the budget meeting for 2023. Ms. Damm agreed to re-address it then.

**b. Removal of Propane Services City Hall**

Ms. Damm stated that last year it was brought to her attention that the clerk has had issues with the igniter on one of the furnaces. Ms. Damm added that the cost of propane is expensive and it is usually filled twice per year. Ms. Damm stated that there are incentives for the all-electric conversion offered by Evergy. Ms. Baxter added that the igniters are electric and without power the building cannot be heated. Ms. Baxter added that she has concerns that the propane tank is in the City Park and she has issues with children hitting the tank and tampering with the lines from the tank to the building. Ms. Baxter described her issues with the furnace located in the break area. Mr. Kemp asked if there are carbon monoxide detectors in the building. Ms. Baxter stated that she knows there are smoke detectors but is unaware if they are carbon monoxide detectors too.

A motion was made by Elizabeth Damm to place an all-electric conversion for City Hall out for bid. 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

**c. City Park: Proposed Completion of Fencing**

Ms. Damm stated that to address the security concerns within the City Park she would like to propose that the existing fencing be completed on the east side of the park. The Board discussed the issue further.

A motion was made by Elizabeth Damm to place the completion of the fencing at the City Park out for bid. 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

**d. Christmas Tree City Hall**

Ms. Damm asked if the Board would allow the purchase of an artificial Christmas tree for City Hall. Chief Johnson stated that she has an artificial tree at her home that she does not use and is willing to donate it to the Village.

**6. Building Commissioner-John Kemp**

a. No New Business

**7. Emergency Health & Safety Commissioner-Mathew Damm**

a. No New Business

**8. Trustee-Christopher Wright**

**a. Resignation**

Mr. Wright gave his resignation for the Village of Ferrelview Board of Trustees to be effective on December 19, 2022 at 11:59 PM as he takes his oath of office for the Platte County Recorder of Deeds Office on December 20th, 2022.

A motion was made by Elizabeth Damm to accept Mr. Wright’s resignation. 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

**b. Police Department Grant Update**

Mr. Wright stated that the Chief of Police and himself had a phone conference with Motorola Solutions regarding the installation of dash cameras for patrol vehicles utilizing the grant that was awarded to the Police Department that was originally for the purchase of two Toughbook’s . The grantee has agreed that the funds could be used to purchase and install the dash cameras since the department currently has Toughbook’s. Mr. Wright stated that he has asked for two quotes; one for the installation of a dash camera on the new patrol vehicle and the other for the installation on the new and old patrol vehicles. Mr. Wright stated he would pass those quotes and other information onto Ms. Damm. Ms. Baxter stated that if the purchase and installation of the dash cameras is completed that the Board of Trustees needs to consult legal about developing a formal body and dash camera policy for the Village of Ferrelview Police Department.

**c. Police Department Hours**

Mr. Wright stated that currently Chief Johnson is the only individual working for the department. Mr. Wright asked Chief Johnson if she is currently utilizing the departments hours. Chief Johnson replied that she is usually utilizing the full 32 hours but due to her recent situation there have been recent weeks where she has not. Mr. Wright stated that the previous motion was iron clad and would need to be amended to allow Chief Johnson to utilize the additional 20 hours awarded to the Department from the ARPA Fund and she would only be using eight (8) of the twenty (20) additional hours. The City Clerk read to the Board the information provided by the Department of Treasury in regards to the ARPA funding as it relates to Police Departments/First Responders. The Board and Chief Johnson discussed the issue further.

A motion was made by Christopher Wright to amend the previous motion of adding an additional officer for twenty hours per week at the rate of pay of twenty dollars per hour to bridge gap eight additional hours of pay at twenty dollars per hour of ARPA funding for Chief Johnson to be utilized weekly for ninety days or the discretion of this Board to increase the hours for Chief Johnson to 40 hours to become effective November 21st, 2022 and to last until March 2023. 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

**10. Kevin Turley Chief Water Operator-Absent**

**a. Hydrant Heady Ave Leak Reported 11/05/2022**

The City Clerk presented to the Board of Trustees a video submitted by Paul Lahman and Chief Johnson regarding a leak at the fire hydrant located on Heady at approximately 700 NW Heady Avenue. Ms. Baxter stated Chief Johnson contacted her on Saturday November 5th, 2022 to notify her of a water leak at the hydrant. Mr. Turley and Mr. Lahman were able to isolate the leak to the hydrant by utilizing the valve. Ms. Baxter stated that based on daily usage reporting from KC Water she estimates the Village lost approximately seventy four thousand gallons of water from 4 AM to 11 AM and will report the loss to KC Water during the next billing cycle. Ms. Baxter added that since the master meters were replaced by KC Water in their master meter vault she has noticed a drastic decrease in the amount billed to the Village. She had notified John Clarkson with KC Water twice regarding the issue and they are working to resolve it.

**11. Police Department**

**a. Department Update/Stats**

Chief Johnson presented her monthly stats to the Board of Trustees for October 2022.

The Board of Trustees inquired about the license status of Elite Auto Sales. Ms. Baxter stated that Dalton Gomez was able to supply her with a statement of No Tax due from the state of Missouri avoiding the revocation of their license. Ms. Baxter was asked to inquire whether or not the U-Haul rental is being run under the Elite Auto Sale, LLC business name.

**12. Old Business**

**a. Workmen’s Comp. Insurance Quote Missouri Rural Services vs. Missouri Employers Mutual**

Ms. Baxter presented the invoices from MEM (Missouri Employers Mutual) and Missouri Rural Services for comparison. The Board discussed the quote comparisons.

A motion was made by Elizabeth Damm to change the workmen’s comp. insurance provider from Missouri Employers Mutual and accept the quote received by Missouri Rural Services. Motion was seconded by Mathew Damm.

Roll Call Vote:

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

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

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

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

Christopher Wright-abstain \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 4-0-1-0

Christopher Wright left the regular session at 6:28 PM due to prior commitment with Platte County.

**13. New Business**

**a. Ballot Question 1: Tax Levy Increase to Pay for Fire Suppression Services**

Ms. Baxter provided information to the Board regarding raising the tax levy above the state maximum in an effort to increase general revenue to pay for fire suppression service provided by KCFD which cost the Village eleven thousand three hundred and fifty eight dollars annually which is approximately ten percent of general revenue. The Board discussed adding the question to the ballot for the municipal election in April 2023. Mr. Kemp suggested educating the community on what the increase is for, who it effects and what it is to pay for.

A motion was made by Elizabeth Damm to approve the clerk to begin preparation for the tax levy increase to add to the ballot in April 2023. Motion was seconded by John Kemp.

Roll Call Vote:

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

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

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

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

Christopher Wright-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 4-0-0-1

**b. Parks & Recreation Grant: Walking Trail & Playground**

Ms. Damm stated that she and the clerk have been researching the Platte County Outreach Grant for the City Park. Ms. Damm added this is an effort to transition the park to be more ADA compliant. Ms. Baxter stated that the new park tables that were selected are ADA compliant. Ms. Baxter stated that Phase I would be replacing the existing walking trail and expanding it to 36 inches in width and removing several trees that are disrupting the trail near the gazebo.

Phase II would be removing the existing playground, installing a new ADA compliant playground and removing the existing rubber mulch and installing new rubber matting.

A motion was made by Mathew Damm to start the bidding process for the walking trail replacement at the City Park. Motion was seconded by Elizabeth Damm.

Roll Call Vote:

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

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

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

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

Christopher Wright-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 4-0-0-1

**c. Business License Fee: Proposed Increase**

Tabled until the budget meeting

**d. Budget Meeting: Date & Time**

The Board set dates for the budget meeting for November 29th, 2022 at 5 PM and December 6th, 2022 at 5 PM.

**e. Board of Trustees Compensation: Repealing of Ordinance 337**

Tabled until 2023

**14. Treasurer April Baxter**

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

The Treasurer presented the monthly billing summaries and bank balance to the Board of Trustees for approval.

A motion was made by Mathew Damm to pay the bills. Motion was seconded by John Kemp.

Roll Call Vote:

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

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

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

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

Christopher Wright-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 4-0-0-1

**b. Signature Cards: Bank of Weston**

A motion was made by Elizabeth Damm to remove Christopher Wright, Stacy Hylton, and Saj Shakeel from all accounts held by the Village of Ferrelview at the Bank of Weston and to add John Kemp and Mathew Damm to all accounts held by the Village of Ferrelview at the Bank of Weston.

Roll Call Vote:

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

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

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

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

Christopher Wright-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 4-0-0-1

**15. Audience Participation**

No Audience

**16. Adjourn Meeting**

A motion was made by Elizabeth Damm to adjourn the regular session. Motion was seconded by John Kemp.

Roll Call Vote:

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

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

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

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

Christopher Wright-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 4-0-0-1

The regular session was adjourned at 7:11 PM

The minutes of the meeting held on November 15th, 2022 were approved on this 13th day of December, 2022.

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Chairman of the Board

Attest:

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

City Clerk