**Minutes of the Meeting**

Regular Session held on August 3rd, 2019

In attendance were:

**Board Members**: Phil Gilliam, Frank Baumann and Beth Siegfried

**Absent**: John Rydholm and Theresa Wilson

**Village Staff**: Police Chief Daniel Clayton, City Clerk April Baxter, Chief Water Operator Kevin Turley

**Audience Members**: Wesley Johnston, Tim & Joyce Gooding, Mathew Damm, Don Myers, Joy Unger, Nabolz Construction Representative (Anderson House Parking Expansion)

Meeting was called to order at 4:01 PM

**Chairman Phil Gilliam**: Gilliam presented the Board of Trustees with a letter from MOPERM requiring payment of a five hundred (500) dollar deductible for providing legal representation for the lawsuit filed by Ferrelwoods MHP against the Village of Ferrelview.

A motion was made by Beth Siegfried to pay MOPERM the five hundred (500) dollar deductible. Motion was seconded by Frank Baumann.

Roll Call Vote:

Phil Gilliam-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Frank Baumann-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Beth Siegfried-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Theresa Wilson-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John Rydholm-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 3-0-0-2

**City Clerk April Baxter**: Ms. Baxter presented the Board of Trustees with Monthly Billing Summaries for all accounts.

A motion was made to pay the July bills by Beth Siegfried. Motion was seconded by Frank Baumann.

Roll Call Vote:

Phil Gilliam-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Frank Baumann-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Beth Siegfried-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Theresa Wilson-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John Rydholm-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 3-0-0-2

A motion was made by Beth Siegfried to approve the minutes from the July sessions. Motion was seconded by Frank Baumann.

Roll Call Vote:

Phil Gilliam-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Frank Baumann-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Beth Siegfried-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Theresa Wilson-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John Rydholm-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 3-0-0-2

Ms. Baxter stated that while doing the semi-annual financial report she noticed that the interest from the General Fund C.D. was being deposited into the Water Fund. Ms. Baxter spoke with the bank and was told that she could present them with minutes from a meeting showing a vote to change the account that the General Fund C.D. interest was being deposited into. This change would deposit the General Fund C.D. interest into the General Fund as opposed to the Water Fund.

A motion was made by Beth Siegfried to make the changes to the C.D. that Ms. Baxter described. Motion was seconded by Frank Baumann.

Roll Call Vote:

Phil Gilliam-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Frank Baumann-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Beth Siegfried-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Theresa Wilson-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John Rydholm-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 3-0-0-2

Ms. Baxter stated that she noticed that there may be utility and telecommunication companies that are not paying the franchise fee of five (5) percent to the Village. Ms. Baxter was instructed to contact the Village attorney by Phil Gilliam. Mr. Megraw drafted a letter and sent it out to the companies in question. Ms. Baxter added that no responses have been received yet but hopes that it will generate more revenue for the Village General Fund.

Ms. Baxter presented the Board of Trustees with an Employee Handbook that she had almost completed but noted that there are several areas highlighted in red that need input from the Board of Trustees. She added that as soon as the Board agrees on those areas, she will forward the completed handbook to legal for review, and finally submit it to the Village’s Insurance agency. Ms. Baxter stated that she hopes this will reduce the cost of the insurance as there has never been an employee handbook before.

Ms. Baxter presented the Board of Trustees with accounts that were eligible for sewer credits. The first is 508 Garrison Lot 106, this account is held by Ferrelwoods MHP. Ms. Baxter stated that there has been an ongoing issue with a leak in the service line that runs from the meter to the mobile home and over the past month or so, there has been a dispute between Ferrelwoods MHP and the Village about whose responsibility it is to repair the leak. The Village does know that the water that was leaking was not going into the sewer system, so Ms. Baxter presented the Board with a credit option for 508 Garrison Lot 106. The credit would be for approximately 28,800 gallons of water, totaling $350.78. Ms. Baxter added that there would not be a credit proposed for the water usage as it was registering within the meter, which means the leak was somewhere between the meter and service line entering the mobile home.

The second account that may be eligible for a sewer credit is 120 Heady Avenue. The owner stated that there was a leak in the basement and repairs had been completed. Ms. Baxter stated that the water billing system generated a bill that was seven hundred and twenty seven (727) dollars. A proposed credit would be for 38,000 of water that did not go into the sewer in the amount of $462.84. Ms. Baxter added that the owner needed to be contacted again in regards to how they removed the water from the home. Ms. Baxter stated that if the water went down a drain then it would not be eligible for a credit because the water that was leaking did go into the sewer system and they would have to pay the sewer bill for the referenced address.

Chairman Gilliam asked Kevin Turley for his input on the credit. Turley replied that he thought it would be a show of good faith for the Village to issue the credit to Ferrelwoods MHP. The board agreed unanimously to issue the credit in the amount of $350.78

**Water Commissioner Beth Siegfried**: Ms. Siegfried presented Bill No 2019-3 that needed to be addressed. The proposed ordinance has been posted at City Hall for almost sixty (60) days.

**Bill No. 2019-3 Ordinance 336**

**An Ordinance Prohibiting the Tampering of Water Meters**

A motion was made by Beth Siegfried to approve Bill No. 2019-3 Ordinance 336. Motion was seconded by Frank Baumann.

Roll Call Vote:

Phil Gilliam-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Frank Baumann-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Beth Siegfried-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Theresa Wilson-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John Rydholm-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 3-0-0-2

**John Rydholm**: Absent

In lieu of Mr. Rydholm’s absence Mr. Gilliam reviewed the bids received for the repaving of 1st & Ona.

A motion was made by Beth Siegfried to approve the bid received from McConnell & Associates for the repaving of 1st & Ona. Motion was seconded by Frank Baumann.

Roll Call Vote:

Phil Gilliam-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Frank Baumann-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Beth Siegfried-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Theresa Wilson-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John Rydholm-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 3-0-0-2

Audience member Don Myers asked the Board if the Village has an agreement with Anderson House regarding the damage being done to Garrison Avenue due to heavy machinery being transported on the street for the parking lot expansion. Gilliam replied that the Village did not have such an agreement. Gilliam asked the City Clerk to reach out to them regarding Mr. Myers concerns.

**Building Commissioner Frank Baumann**: Baumann briefly addressed the new mobile homes that have been brought into Ferrelwoods MHP. Mr. Baumann added that the concrete work has not been completed so the trailers are still staged in other locations. Mr. Myers brought to the Boards attention a safety concern of his; he stated that there were still approximately three large holes dug up on Hilltop that have yellow tape around them and are full of water. Mr. Myers is concerned that a child could fall into one. Turley was asked if they were filled by Mr. Gilliam. Turley replied that they had been fixed and okayed by him, but did not know if they were filled because it is not the Village’s project. Gilliam asked the Clerk to notify the park of the safety concern.

**Emergency/Health Commissioner Theresa Wilson**: Absent

**Police Chief Daniel Clayton**: Chief Clayton stated that he had 6 traffic stops, 3 calls for service last month and numerous call outs. Gilliam stated that he had been in contact with some of the individuals that were involved in some of the complaints that came in last month. Gilliam added that the individuals stated that Clayton did not act inappropriately at all. Gilliam is not recommending that the Board take any action.

**Chief Water Operator Kevin Turley**: No new business

**New Business**: Turley stated that he had a representative from the Nabolz Construction, the company doing the hard surface construction on the Anderson House Parking Lot Expansion. Turley said that there were questions regarding the drainage tube that runs under Garrison and eventually connects to Mr. Johnston’s pond. Turley stated that they (Nabolz) excavated one corner of the property located by Mr. Johnston’s property and found another drainage tube 8 foot to the south. A water test was performed by putting water into the system on the east of Garrison and seeing where the water exits and from what drainage tube(s). Turley added that water did come out of the pipe by Mr. Johnston’s property, which was expected, but also came out of the tube discovered 8 foot to the south. Nabolz construction added that the tube is in disrepair and they do not want to be held liable for it leaking water. Turley added that Nabolz construction is seeking permission to not use the abandoned line even though water has come out of it. Turley added that he believes that the leak from pipe A is leaking into the ground and eventually getting into pipe B. Turley suggested that once pipe A is fixed, no water will be getting into the other abandoned one, pipe B. Turley added that the Village has approximately 16 foot of unused piping that could be donated to the project to help replace the aging pipe. Turley added that at the last meeting Mayank stated that if it needed replacing he would replace it, and now it seems like they (Anderson House) are trying to dodge a two thousand (2000) dollar bullet. An audience member stated that he is concerned about them (Anderson House) dumping extra water into his pond located on the west side of Heady Avenue. Mr. Myers stated that he took pictures after the last two rains and has concerns about the back pressure. Mr. Myers added that the detention pond does not drain until Mr. Johnston’s pond goes down and that water is cresting Garrison. Gilliam asked Nabolz construction if what they are doing will correct some of the issue. Nabolz replied that they were hoping that it would. An audience member raised concerns over the existing parking lot run off and the issues it has caused. Turley added that one of the inlets on Garrison Avenue that is supposed to catch the storm water run-off is too far off the ground to work properly. Turley added that his solution is to redirect the water into the new detention pond. Mr. Myers stated that he spoke with the construction crew and asked why they were covering up a pipe they were supposed to replace and the construction company responded that they were only assessing it. Mr. Johnston added that is it a problem with back pressure and when it happens, the water goes over Garrison Avenue. Don Myers raised concerns that the property was not core drilled before work started to see what was underneath the ground. Gilliam asked Turley about the concerns and why our engineer did not catch any of the issues. Turley added that it was a run off study and he believed that the retention pond would be okay for the new parking lot, but it wasn’t designed to fix the other issues from original construction of the Anderson House Apartments. Gilliam asked the City Clerk to reach out to Mayank and see when he would be available to answer questions.

Joyce Gooding stated that she reached out to Mayank showing that damage done to the ditch and her driveway when the original construction was done and she was told by Mayank that because of her attitude he would be unable to help her. Mrs. Gooding added that she was also told that she could not attend any of the meetings regarding the new parking lot. Gilliam replied that no one has the right to tell any resident that they cannot attend a public meeting. Mrs. Gooding replied that all she wants is for them to fix the culvert and driveway.

Nabolz Construction asked if they abandoned the old pipe (pipe B) replaced the other pipe (pipe A) and performed another water test to ensure that no water is coming out of pipe B any longer would that give the Village the confidence to let them move forward. Gilliam replied that he had no issues donating the pipe to the project and he thought the proposal was a good idea. Mr. Myers asked, shouldn’t they be required to remove the abandoned pipe so that us neighbors don’t have to go through construction again if it collapses. Nabolz replied that they ran a camera through pipe A all the way to Mr. Johnston’s property. Gilliam asked if the same could be done for pipe B. Nabolz added that he doesn’t know where pipe B starts. Turley added that the camera system has to go with the flow of the water and without knowing where the pipe starts they can’t use the camera system. Mr. Myers added that the thought it began by the telephone pole located on Garrison. Gilliam questioned why the engineer didn’t catch these issues. Turley added that the plans that he approved have changed and he didn’t see why the engineer wouldn’t come back to answer the new questions. The City Clerk was asked to contact the engineer that reviewed the plans to see if he would be available for the next regular session. Mr. Myers added that he didn’t see how the original driveway would work as a telephone pole is located in that area. Nabolz Construction replied that the parking lot entrance has been moved further south due to the telephone pole being missed in the original plans. The City Clerk replied to Nabolz Construction that if the parking lot entrance has been moved, the plans have changed, and a new plan needs to be submitted to City Hall reflecting the changes.

Don Myers asked why the job site doesn’t have a security fence. The City Clerk was asked to send an email to Anderson House instructing them to secure the jobsite for the safety of the workers and the children that live within Ferrelview.

Don Myers asked whose responsibility it is if water run-off damages someone else property? Gilliam responded that he did not have a good answer for that question. Gilliam advised the Clerk to reach out to the Village attorney to see if he has an answer.

Mr. Damm addressed the Board of Trustees in regards to him bringing in a new mobile home to Ferrelwoods MHP. Mr. Damm stated that his wife picked up some permit applications from City Hall and is having issues getting the information from Ferrelwoods MHP. Mr. Damm was interested in getting information on concrete companies and general contractors that are licensed in Ferrelview. Gilliam explained what would be required from Mr. Damm before that mobile home could be brought in, which were corner markers, site plan and lot plan submitted to City Hall. The City Clerk stated that she would be able to give the setbacks to him early next week. Gilliam told Mr. Damm that as for the rest of the items he would have to work with Ferrelwoods MHP.

Gilliam read a proposal from All American Tow to open up a car lot that would be called Elite Auto Sales. The owners would like expand their services to car sales, locksmith services, and eventually Missouri State Inspections. There were no objections from the Board Members in regards to issuing a business license for All American Tow to begin selling cars under the name Elite Auto Sales.

A motion was made by Frank Baumann to adjourn the meeting. Motion was seconded by Beth Siegfried.

Roll Call Vote:

Phil Gilliam-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Frank Baumann-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Beth Siegfried-aye \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Theresa Wilson-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John Rydholm-absent \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion Carries 3-0-0-2

Meeting was adjourned at 5:27 PM.

The minutes of the meeting held on August 3rd, 2019 were approved by the Board of Trustees on the 7th day of September, 2019.

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 Chairman of the Board

Attest:

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 City Clerk