

# Village of Ferrelview

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205 NW Heady Ave Ferrelview, MO 64163 Phone: (816) 464-5010 Fax (816) 464-2383

## Meeting Minutes

Regular Session held on January 16, 2023 at 5 p.m.

### **In attendance were:**

**Board Members:** Elizabeth Damm, Mathew Damm, Edward Evans, and John Kemp

**Village Staff:** Chief Water Operator Kevin Turley

**Audience Members:** NONE

**Absent:** City Administrator April Baxter

### **1. Open Session**

#### **2. Call to Order-Chairman**

Meeting was called to order my Chairman Elizabeth Damm at 5:06 p.m.

#### **3. Approval of Agenda**

A motion was made by John Kemp to approve the agenda. Motion was seconded by Mathew Damm.

Unanimous consent to approve agenda. 3-0-0-0

#### **4. City Clerk: April Baxter**

##### **a. Approval of Meeting Minutes**

a1. Regular & Closed Session 12/12/2023

a2. Special Session 12/21/2023

Ms. Damm presented the meeting minutes due to the absence of City Administrator April Baxter from the Regular & Closed Sessions held on 12/12/2023 and the Special Session held on 12/21/2023. No corrections were noted.

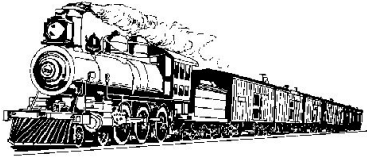
Mr. Evans arrived at the regular session at approximately 5:08 p.m.

A motion was made by John Kemp to approve the meeting minutes from the regular & closed session held on 12/12/2023 and the Special Session held on 12/21/2023 as presented. Motion was seconded by Elizabeth Damm.

Roll Call Vote:

Elizabeth Damm-aye

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Mathew Damm-aye

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John Kemp-aye

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Edward Evans-aye

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Motion Carries 4-0-0-0

**5. Chairman: Elizabeth Damm**

**a. No New Business**

**6. Building Commissioner: John Kemp**

**a. No New Business**

**7. Emergency, Health & Safety Commissioner: Mathew Damm**

**a. No New Business**

**8. Street Commissioner: Edward Evans**

**a. No New Business**

**9. Chief Water Operator: Kevin Turley**

**a. Stormwater Project 6th & 7th Street Update**

Mr. Turley stated the additional culverts have arrived and it is being placed on Menke Excavating's schedule, weather dependent.

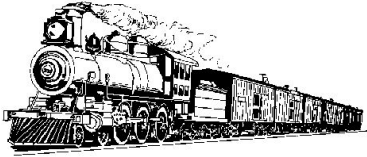
**b. Garrison Townhomes**

Mr. Turley stated he was dispatched to investigate a potential leak on the north side of Garrison Townhomes reported by Mr. Groves maintenance for the Village of Ferrelview. Mr. Turley was unable to define if there was a leak due to the ground cover and excessive rainfall that has been experienced in the past few weeks.

Mr. Turley stated that he briefly spoke with the company doing the emergency service line repairs at KCI Kwik Stop and asked the owner to contact City Hall in regards to a sewer credit.

Mr. Turley stated that he also found a leak at 301 5th Street Circle Lot 78 while investigating the report of a leak & ice on the roadway by April Baxter on January 15, 2024. Mr. Turley added that he shut the water off at the meter and spoke with the resident. Resident was directed to contact City Hall when repairs were completed so water services could be restored.

Mr. Evans asked Mr. Turley about the hydrant on 5th Street and Garrison Ave and whether or not the hydrant was in working order during the fire at 305 5th Street Circle Lot 74. Mr. Turley



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stated that it is possible that the hydrant was frozen due to the extreme cold temperatures but was in working condition the last time it was flushed. Mr. Turley stated that with Board approval the hydrant could be replaced, as it would be beneficial to move the hydrant back a foot and have a valve installed if there are funds in the budget that was set for the Water Department for 2024.

## 10. Old Business

### a. 209 Chester Ave

#### Bill No. 2024-02; Rezoning Correction

Chairman Elizabeth Damm read proposed Bill No. 2024-02 in its entirety.

**AN ORDINANCE REPEALING ORDINANCE 359 AND AMENDING ORDINANCE 346 “AN  
ORDINANCE REZONING SPECIFIC PROPERTIES WITHIN  
THE VILLAGE OF FERRELVIEW”**

A motion was made by Mathew Damm to approve Bill No. 2024-02 to be numbered Ordinance 377 as read. Motion was seconded by John Kemp.

Roll Call Vote:

Elizabeth Damm-aye

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Mathew Damm-aye

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John Kemp-aye

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Edward Evans-aye

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Motion Carries 4-0-0-0

### b. 408 1st Street

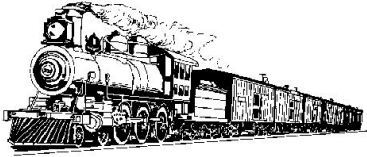
#### Bill No. 2024-03; Variance

Chairman Elizabeth Damm read proposed Bill No. 2024-03 in its entirety.

**“AN ORDINANCE ESTABLISHING A VARIANCE  
ALLOWANCE FOR 408 1ST STREET AND THE CONDITIONS THEREOF”**

A motion was made by Elizabeth Damm to approve Bill No. 2024-03 to be numbered Ordinance 378. Motion was seconded by Edward Evans.

Roll Call Vote:



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

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

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

Edward Evans-aye \_\_\_\_\_

Motion Carries 4-0-0-0

### c. PC R-3 Lunch Donation Receipt

Ms. Damm presented the email receipt from the Platte County R-3 School District for \$126.90 which was donated as a part of the Christmas Outreach 2023 to pay off outstanding lunch balances for children within the community.

### d. Resignation: Paul Lahman

A motion was made by Mathew Damm to remove Mr. Lahman from all accounts held by the Village of Ferrelview at the Bank of Weston effective January 16, 2024. Motion was seconded by John Kemp.

Roll Call Vote:

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

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

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

Edward Evans-aye \_\_\_\_\_

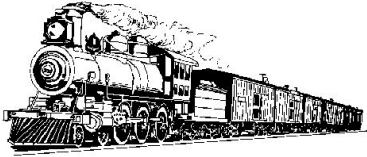
Motion Carries 4-0-0-0

## 11. New Business

### a. Bill No. 2024-01; City Hall Hours & Holidays Observed

The Board discussed the holidays observed by the Federal government and amended the proposed bill accordingly and removed section 4 in its entirety. Ms. Damm stated that she will submit the changes to Ms. Baxter and the bill will be re-read for passage at the next regular session.

### b. Bill No. 2024-04; Employment April Baxter



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Chairman Elizabeth Damm read proposed Bill No. 2024-04 in its entirety.

**“AN ORDINANCE APPOINTING APRIL BAXTER AS CITY ADMINISTRATOR AND COLLECTOR AND ESTABLISHING THE RATE OF PAY, PAID TIME OFF AND HOURS FOR THE POSITION”**

The Board discussed the paid time off, vacation, and sick time proposed in the bill for April Baxter. Mr. Kemp suggested combining all areas of sick, personal and vacation into just paid time off to simplify and to also have employees accrue their paid time off. The Board agreed to remove Section 4 and place that information into the employee handbook. The Board discussed reviewing and amending the Employee Handbook to reflect the discussion. The proposed changes will be made and Bill No. 2024-04 will be resubmitted for passage at the next regular session scheduled for 02/13/2024.

**c. Bill No. 2024-05; Employment Roy Groves**

The Board again agreed to remove section 4 in its entirety and place that information into the employee handbook. The proposed changes will be made and Bill No. 2024-05 will be resubmitted for passage at the next regular session scheduled for 02/13/2024.

**d. Bill No. 2024-06; Employment Kevin Turley**

Tabled until February 13, 2024

**12. Treasurer April Baxter**

a. Treasurer’s Report: Monthly Billing Summaries

a1. December 2023

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

Roll Call Vote:

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

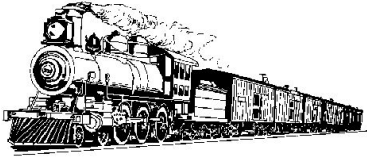
Mathew Damm-aye \_\_\_\_\_

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

Edward Evans-aye \_\_\_\_\_

Motion Carries 4-0-0-0

**13. Adjourn Meeting**



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

Roll Call Vote:

Elizabeth Damm-aye

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Mathew Damm-aye

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John Kemp-aye

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Edward Evans-aye

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Motion Carries 4-0-0-0

A regular session was adjourned at 6:53 p.m.

The minutes of the regular session held on January 16, 2024 were approved by the Board of Trustees on this 13th day of February, 2024.

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Chairman of the Board

Attest:

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City Administrator