

City of Hawk Point, Missouri
Minutes of Regular Meeting
Monday, August 5, 2019

The City of Hawk Point, Missouri held a regular meeting on Monday, August 5, 2019, at the Hawk Point Civic Center, pursuant to the agenda posted Thursday, August 1, 2019.

Mayor Henebry called the meeting to order at approximately 6:00 p.m. Present were Mayor Robert Henebry, Aldermen Brenda Bryant, Tom Boling, and Mark Seigler. Mayor Henebry determined a quorum was present.

Staff present: Public Works Terry Stuck, Public Works Shawn Ellis, Police Chief Robert Bone, Assistant Police Chief Wayne Mueller, and City Attorney Cindy Davenport

Guests in Attendance: Kayla Huber, Roy LeBlanc, Tracie Altman, Brian Fifer (McClure Engineering), Justin Simpson, Josh Moran, Greg Westermann, David Henke, Garrett hence, Nancy Meyer, Marcy Meyer, Sharon Morris, John Coleman, and Krystal Rose

APPROVAL OF AGENDA

Motion to Approve the Agenda was made by Alderman Bryant and Seconded by Alderman Boling.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE

Alderman Seigler AYE

AYES 3 NAYS 0 ABSENT 0

MOTION PASSED 3 TO 0.

APPROVAL OF THE MINUTES

Motion to Approve the Minutes from the Previous Regular Meeting was made by Alderman Boling and Seconded by Alderman Bryant.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE

Alderman Seigler AYE

AYES 3 NAYS 0 ABSENT 0

MOTION PASSED 3 TO 0.

NEW BUSINESS

Item 4.A. Vacant Alderman Seat nomination

Alderman Candidates were asked to speak at this time. Kayla Huber was present and explained why she wanted to become an Alderman for the City of Hawk Point. No other candidates were present at this time. Mayor Henebry nominated Kayla Huber for the Vacant Alderman Seat.

Motion for appoint Kayla Huber as Alderman, to be up for election in the April 2020 Election was made by Alderman Bryant and seconded by Alderman Seigler.

Alderman Bryant AYE Alderman Boling AYE

Alderman Seigler AYE

AYES 3 NAYS 0 ABSENT 0

MOTION PASSED 3 TO 0.

Alderman Huber was sworn in by City Clerk Samantha Shelton at this time.

Item 4.B. President of the Board Nomination

Alderman Bryant volunteered to become President of the Board

Motion to appoint Alderman Brenda Bryant as President of the Board and to add her as a signer to all accounts, as well as remove former Alderman, Jennifer Crigger as a signer, was made by Alderman Seigler and seconded by Alderman Boling.

Roll Call Vote:

Alderman Bryant	ABSTAINED	Alderman Boling	AYE
Alderman Seigler	AYE	Alderman Huber	AYE
AYES 3	NAYS 0	ABSENT 0	

MOTION PASSED 3 TO 0.

PETITIONS & BUSINESS BROUGHT BEFORE THE COUNCIL BY THE PUBLIC

Item 5.A. Blue Skies Estates, LLC – Mobile Home Building Permit – 121 Saint Michelle

Item 5.B. Blue Skies Estates, LLC – Mobile Home Building Permit – 116 Saint Michelle

Item 5.C. Blue Skies Estates, LLC – Mobile Home Building Permit – 114 Saint Michelle

Item 5.D. Blue Skies Estates, LLC – Mobile Home Building Permit – 112 Saint Michelle

David Henke with Blue Skies Estates, LLC provided additional information about the mobile homes he wished to bring into the city on to the above listed lots.

Motion to approve all four (4) Mobile Homes to be placed individually on the properties of 121 Saint Michelle, 116 Saint Michelle, 114 Saint Michelle, and 112 Saint Michelle was made by Alderman Bryant and seconded by Alderman Seigler.

Roll Call Vote:

Alderman Bryant	AYE	Alderman Boling	AYE
Alderman Seigler	AYE	Alderman Huber	AYE
AYES 4	NAYS 0	ABSENT 0	

MOTION PASSED 4 TO 0.

Item 5.D. John Coleman – Building Permit – Walnut & Highway A

Mr. Coleman explained his building plans.

Motion to approve the Building Permit for John Coleman on the Property of Walnut and Highway A was made by Alderman Seigler and seconded by Alderman Bryant.

Roll Call Vote:

Alderman Bryant	AYE	Alderman Boling	AYE
Alderman Seigler	AYE	Alderman Huber	AYE
AYES 4	NAYS 0	ABSENT 0	

MOTION PASSED 4 TO 0

Item 5.E. Roy LeBlanc – Sewer Forgiveness – 527 Washington

Mr. LeBlanc explained his water usage for watering his lawn.

City Attorney Cindy Davenport recommended to Table the issue until the topic of Sewer forgiveness was further discussed later in the meeting.

Item 5.F. Nancy Meyer – Chickens on Property – 877 Washington

Ms. Meyer explained that she was ticketed for having chickens on her property within City Limits. She requested permission to keep them.

Motion for the chickens to be removed from the property within 30 Days was made by Alderman Seigler and seconded by Alderman Bryant.

Roll Call Vote:

Alderman Bryant	AYE	Alderman Boling	AYE
Alderman Seigler	AYE	Alderman Huber	AYE
AYES 4	NAYS 0	ABSENT 0	

MOTION PASSED 4 TO 0

Item 5.H. Tracie Altman – Building Requirement/Questions – 150 East Lincoln

Ms. Altman requested to park and reside in a camper on the property of 150 East Lincoln during construction of her home. She also requested to hook the camper to City Water and Sewer.

Motion to allow Ms. Altman to reside in a camper placed on the property of 150 East Lincoln and to be connected to City Water and Sewer with no dumping in City Man Holes, for a time period of Six (6) Months, was made by Alderman Seigler and seconded by Alderman Bryant.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE
Alderman Seigler AYE Alderman Huber AYE
AYES 4 NAYS 0 ABSENT 0

MOTION PASSED 4 TO 0

Item 5.I. Sharon Morris – Fence issue – 280 Derek

Ms. Morris discussed a letter she received from her neighbor and expressed her concerns with the City’s fence ordinance and rules.

Item 5.J. Lions Club – Water Leak

Josh Moran was present on behalf of the Lions Club. Mr. Moran stated that the Lions Club had experienced a Water Leak due to running toilets and requested forgiveness on the sewer portion of their bill. City Clerk Samantha Shelton is to address the Lions Club with a written letter on what the Board decides to do regarding Sewer Forgiveness later in the meeting.

UNFINIAHSED BUSINESS

Item 6.A. Wastewater Project

Brian Fifer (McClure Engineering) gave an update on the Lagoon Construction and discussed the Kientzy Easement

Pay Request for Funds

Motion to Approve the Request for Funds 10-01-2019 in the amount of \$226,214.20 was made by Alderman Bryant and seconded by Alderman Seigler.

Roll Call Vote:

Alderman Bryant AYE Alderman Boling AYE
Alderman Seigler AYE Alderman Huber AYE
AYES 4 NAYS 0 ABSENT 0

MOTION PASSED 4 TO 0

Mayor Henebry asked the public if there were any other items they wished to address. Justin Simpson asked questions regarding putting a shed on his property. Mr. Simpson was advised to come to City Hall to complete a Building Permit for the placement of his shed.

Item 6.B. Building & Fence Permit Ordinance

The Board did not go into closed session and discussion was had at this time.

The Board agreed for City Attorney Cindy Davenport to change the Fence Permitting portion of the ordinance to list the following fence materials as acceptable for the Head of the Public Works Department to approve: Wood, Vinyl, and Chain Link, with no combination of the three. Also adding what fence permits the Head of the Public Works Department may approve without resorting to coming to the Board for approval. The updated ordinance will be presented for approval at the next Board Meeting.

The Board agreed for City Attorney Cindy Davenport to change the Building Permitting portion of the ordinance to state that Building Permits are required if changing the Footprint of the home and for any additional permanent structure. The structure must not encroach onto another’s property, right of way, or easement and placement of the structure must meet the City’s setbacks. Also adding what building permits the Head of the Public Works Department may approve without resorting to coming to the Board for approval. The updated ordinance will be presented for approval at the next Board Meeting.

Item 6.C. Filing Pools Policy on Sewer Forgiveness

The Board agreed that there is to be no sewer forgiveness for those that fill pools and that sewer forgiveness may be requested at a Board Meeting for Board Approval for Major Water Leaks that did not enter into the sewer system.

Item 6.D. Back Flow Ordinance

City Clerk Samantha Shelton is to work long side Public Works Terry Stuck for changes and additions to the Back Flow ordinance. Changes are to be approved by Michael Hartman with USDA (regarding Water Project Loan/Grants) and DNR. Once approved, City Attorney Cindy Davenport is to make the requested changes to the ordinance and will be presented for approval at the next Board Meeting.

Errors in the Online Ordinances were found. Mayor Henebry requested that the Online Ordinance be removed from the Website at this time.

Item. 6.E. Police Policy Manual Request

City Attorney Cindy Davenport stated her findings on what other City’s have paid to construct a Policy Manual for their Police Department vs. what she would charge.

Motion for City Attorney Cindy Davenport to begin work on constructing an Employee Policy Manual, with additional training for employees for such manual, to not exceed \$10,000.00 in charges and to compete within 6 Months was made by Alderman Bryant and seconded by Alderman Seigler.

Roll Call Vote:

<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Boling</i>	<i>AYE</i>
<i>Alderman Seigler</i>	<i>AYE</i>	<i>Alderman Huber</i>	<i>AYE</i>
<i>AYES 4</i>	<i>NAYS 0</i>	<i>ABSENT 0</i>	

MOTION PASSED 4 TO 0

REPORT OF OFFICERS, BOARDS AND COMMITTEES

Item 7.A. Police Report

The Board did not go into closed session at this time. Chief Bone discussed Ordinance Violations.

Item 7.B. Public Works Report

Terry Stuck had nothing to report at this time.

Item 7.C City Clerks Report

Approval of the Monthly Financial Reports (June 2019)

Motion to Approve the June 2019 Financial Reports was made by Alderman Bryant and Seconded by Alderman Seigler.

Roll Call Vote:

<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Boling</i>	<i>AYE</i>
<i>Alderman Seigler</i>	<i>AYE</i>	<i>Alderman Huber</i>	<i>AYE</i>
<i>AYES 4</i>	<i>NAYS 0</i>	<i>ABSENT 0</i>	

MOTION PASSED 4 TO 0

Approval of the Monthly Utility Billing Transfers (June 2019)

Motion to Approve the Utility Billing Transfer for the month of June 2019 in the amount of \$13,401.39 to be moved from the Water Account to the Sewer Account was made by Alderman Bryant and seconded by Alderman Seigler.

Roll Call Vote:

*Alderman Bryant AYE Alderman Boling AYE
Alderman Seigler AYE Alderman Huber AYE
AYES 4 NAYS 0 ABSENT 0*

MOTION PASSED 4 TO 0

Motion to Approve the Utility Billing Transfer for the month of July 2019 in the amount of \$16,762.11 to be moved from the Water Account to the Sewer Account was made by Alderman Bryant and seconded by Alderman Seigler.

Roll Call Vote:

*Alderman Bryant AYE Alderman Boling AYE
Alderman Seigler AYE Alderman Huber AYE
AYES 4 NAYS 0 ABSENT 0*

MOTION PASSED 4 TO 0

Motion to Approve the Utility Billing Transfer for the month of June 2019 in the amount of \$3,052.82 to be moved from the Water Account to the Trash Account was made by Alderman Bryant and seconded by Alderman Boling.

Roll Call Vote:

*Alderman Bryant AYE Alderman Boling AYE
Alderman Seigler AYE Alderman Huber AYE
AYES 4 NAYS 0 ABSENT 0*

MOTION PASSED 4 TO 0

Motion to Approve the Utility Billing Transfer for the month of July 2019 in the amount of \$3,156.06 to be moved from the Water Account to the Trash Account was made by Alderman Bryant and seconded by Alderman Seigler.

Roll Call Vote:

*Alderman Bryant AYE Alderman Boling AYE
Alderman Seigler AYE Alderman Huber AYE
AYES 4 NAYS 0 ABSENT 0*

MOTION PASSED 4 TO 0

Special Meeting for Setting of Tax Rates

City Clerk Samantha Shelton informed the Board that a Special Meeting will be needed this month to set the 2019 Tax Rates.

Item 7.D. Mayor and Alderman’s Report

Dissuasions was had on the progress of the new Police Department and Meeting Room Building.

Item 7.E. Attorneys Report

The Board did not go into closed session at this time. City Attorney Cindy Davenport discussed Hydrant Usage – will be presented for approval at the next Board Meeting.

Item 7.F. Cemetery Board Report

Nothing to report at this time.

MOTION TO PAY BILLS

Motion to pay bills was made by Alderman Bryant and Seconded by Alderman Seigler.

Roll Call Vote:

<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Boling</i>	<i>AYE</i>
<i>Alderman Seigler</i>	<i>AYE</i>	<i>Alderman Huber</i>	<i>AYE</i>
<i>AYES 4</i>	<i>NAYS 0</i>	<i>ABSENT 0</i>	

MOTION PASSED 4 TO 0.

ADJOURN

Motion to Adjourn was made by Alderman Boling and Seconded by Alderman Huber.

Roll Call Vote:

<i>Alderman Bryant</i>	<i>AYE</i>	<i>Alderman Boling</i>	<i>AYE</i>
<i>Alderman Seigler</i>	<i>AYE</i>	<i>Alderman Huber</i>	<i>AYE</i>
<i>AYES 4</i>	<i>NAYS 0</i>	<i>ABSENT 0</i>	

MOTION PASSED 4 TO 0.

Meeting Adjourned.

Next regular meeting scheduled Tuesday, September 3, 2019, at 6:00 p.m.

Respectfully Submitted: Samantha Shelton, City Clerk

APPROVED: _____ ATTESTED: _____ DATE: _____