

**MINUTES OF BOARD OF TRUSTEES MEETING  
JANUARY 28, 2019  
VILLAGE OF CLAYCOMO, MISSOURI**

Chairman Sulzberger called the recessed Special Meeting of January 24, 2019, to order at 7:03 pm.

Pro-Tem Goeller moved to adjourn the Special Meeting of January 24, 2019, seconded by Trustee Graves. All yea. Motion Carried.

The Regular Meeting of January 28, 2019 was called to order at 7:03 pm. Those Present: Chairman Sulzberger, Pro-Tem Dale Goeller and Trustee Cindy Graves. Police Chief Matt Coonce, Fire Chief Eric Miles, and Village Clerk Jamie Wright. Trustees Greg Thompson and Daryl Hook were absent.

Chairman Sulzberger asked everyone to stand for the Pledge of Allegiance and a moment of silence for the five officers shot in Houston, Texas today.

Trustee Graves moved to approve the Regular Meeting Minutes of January 14, 2019, as corrected, seconded by Pro-Tem Goeller. All yea. Motion carried.

Trustee Graves moved to approve the Payment of Bills for the period of January 11, 2019 thru January 24, 2019, seconded by Pro-Tem Goeller. All yea. Motion carried.

**OLD BUSINESS:**

Chairman Sulzberger asked Police Chief Coonce if things were on track with the Police Dog. Chief Coonce felt the demo on January 16, 2019 went well and things are on track. Sulzberger asked if the dog was still a puppy. Coonce affirmed he was. Sulzberger then questioned the dog's partner is Officer Lorenson. This was affirmed by Coonce.

Chairman Sulzberger asked Fire Chief Miles if the roof and gutters were addressed. Chief Miles said JR Roofing does not have the color that was matched so this is on order. There is no time line when it will be in. Trustee Graves asked about the four masks that were in need of repair. Miles indicated it takes approximately seven weeks to receive.

Village Clerk Wright indicated she was awarded two scholarships; one for the Spring Institute and the other for New Clerks Training. Chairman Sulzberger asked when the training is and Clerk Wright answered the week of March 10, 2019. Sulzberger asked if the office will be staffed well enough while Clerk Wright is in training. Wright responded the office is discussing if another person in the office is needed. Sulzberger asked if this was a court week. Wright responded it is not a court week, but is a board-meeting week. Sulzberger answered someone could take notes.

**NEW BUSINESS**

Chief Coonce asked if he could have permission to send Justin Boyles to the Emergency Vehicle Operations Instructors Course April 23 – May 2, 2019. Pro-Tem asked if Officer Boyles could sign a contract to stay for four years after attending the class. Chief Coonce said we could have a contract say if he leaves, he will have to pay us back for the class. Sulzberger said this would be in the next year's budget.

Chief Miles said the cot in the ambulance has an on-board charger that had to be replaced. The cost of this charger was \$841.89. Chief Miles will bring this charge to the next meeting for approval.

Pro-Tem Goeller requested from Chief Coonce a plan for the Police Department and how many people it will take to fully staff the Police Department if budgeting was not an issue. Goeller asked Coonce to speak with Chief Miles for his input as well and eventually, Clerk Wright will need to do it for City Hall.

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Goeller spoke of the request he submitted to City Hall to find the amount collected from businesses and residents for the franchise fees. Lylli Butler has provided this information and along with the information, it was established by the electric company they overcharged Ford Motor Company \$153,000, in which will reflect on the franchise collection in June 2019.

Chairman Sulzberger asked if we were getting complaints from the Road District. Chief Coonce responded by saying the last complaint he has had was the one car that was not moved and the Road District plowed this car in. He did talk to the officer and said the car should have been towed. Sulzberger said she understood it is difficult to go up to a house and tell them the car will be towed, but this is something that has to be done. She has noticed the cars at the corner of Poe across the street end up parking their cars at the park during inclement weather. Sulzberger said the ordinances says no overnight camping at the parks, but does not say anything about overnight parking. Coonce said he is fine with people parking at night during the inclement weather. Sulzberger said if the ordinances were updated to read in case of emergencies, cars could be parked overnight in the park, they would not be towed if the vehicles owners call the police station. Pro-Tem Goeller asked what the ordinances say right now regarding parking during snow accumulations. Chief Coonce said the ordinance says that whenever the Road District needs to come and plow the streets, there is to be no parking on the streets. He went on to say it is the responsibility of the officers to warn the residents to remove the vehicles from the streets or the cars will be towed. Sulzberger said every street is treated; therefore, every street should be cleared. Goeller asked Coonce to review what the ordinances say at this time and does not see an issue with residents parking in the parks during the inclement weather. Sulzberger reiterated the ordinance should include the resident should contact the police station they are parking in the park for the Road District to clear the streets. Goeller indicated the Road District is expecting the officers to contact them to let them know if the roads are to be treated or not. Coonce said this is not the case as they are a separate entity and the police does not govern the Road District. Goeller said he understood but requests the officers to let them know they feel the roads are bad enough for the Road District to come out. Sulzberger said the Nixle report goes out and the Road District should get these reports. Once the report goes out, this should be an alert for the Road District to go out. Chief Coonce then read Ordinance 27-207. Goeller asked what happens to the towed vehicle. Coonce responded they are on a rotation and the tow truck will tow the vehicle to their lot.

Chairman Sulzberger then moved the discussion to medical marijuana. Chief Coonce said the Police Chief Association is working on this and does have this on his radar. Sulzberger said we would have to update our ordinances to reflect medical marijuana.

Sulzberger then said at the end of the meeting some dates need to be set up for budget meetings. She indicated she is not sure when or if Mr. Hook will be coming back to the board before the end of the term. She has been in contact with his daughter at least once a week, but there is no clarification if he will be coming back or not.

Sulzberger asked Chief Coonce if he could set up a time on a Saturday in May or June for a bicycle clinic. Coonce responded that Officer Cooley and Officer Boyles are looking into that, but they do not have a definite date set.

Sulzberger stated during the budget planning meetings, a date could be set up for the employee family fun day sometime in the summer before the heat sets in.

Finally, Sulzberger announced BC Hardscapes is appealing to Kansas City the lot by Zedz and can be watched on YouTube (Kansas City Missouri January 23<sup>rd</sup>). She said at this time there was no decision made. If there will be a determination, Kansas City will post it.

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Pro-Tem Goeller is concerned about the Use Tax and acquiring the Village's own zip code. He believes the Village is not collecting what can be collected because the Village does not have its own zip code, all the Use Tax is going to Kansas City, and the Village is missing a lot of revenue. Sulzberger confirmed the Village is losing this revenue. She said she would start a conversation with TJ Berry. Goeller asked what Ford used as a zip code. Sulzberger advised Clerk Wright to learn more about the Use Tax during training.

The next item on the agenda is the building permit from Hamilton Service Company LLC to build a canopy and adding fuel stations to 203 E 69 Hwy, subject to Clay County's Building Inspector's approval. Sulzberger asked, per the drawing, if this is for four pumps. The representatives for Hamilton Service Company and Pina Wine & Spirits, Luke Hamilton and Prag Patel respectively, said it is only three pumps. Clerk Wright indicated the paperwork submitted is for four pumps. Mr. Patel said they have changed the plans from four to three pumps. Clerk Wright advised the two representatives the correct plans needs to be submitted. Pro-Tem Goeller believes the motion should read: Subject to Clay County's Building Inspector and Fire Chief Inspector's approval. Pro-Tem Goeller moved to approve the building permit from Hamilton Service Company LLC to build a canopy and adding fuel stations to 203 E 69 Hwy, subject to Clay County's Building Inspector and Fire Chief Inspector's approval. Trustee Graves abstained. Motion denied (after further research from Clerk Wright). Mr. Patel said it is important to order the tanks as soon as possible because it will still be eight weeks before construction begins. This request is set aside.

Public Works Head, Dan Watson, presented the discussion of keeping the old Public Works truck. Chairman Sulzberger declared the truck will not bring in a lot of revenue for selling it and perceives the importance of having Public Workers to be able to leave one site, but leaving someone at the site to complete the task when there is another task to be handled immediately. Dan also said if the current truck breaks down, then the Village would be out of a vehicle for Public Works. Pro-Tem Goeller asked how much more will this be for insurance. Clerk Wright will have to ask Travelers. Goeller would like to find this information out before voting. Goeller also is requesting more information about the part-time employee getting his driver's license. Watson also said he would like the both of them together during mowing, but on the days they are not mowing, he would like to be able to get more work done when there is two trucks. This will be set aside to the next meeting.

Goeller asked Watson if there was anything else he would like to present to the board as new business. Watson said the trees over the parking lot and the basketball hoop is concerning to him as they are hanging very low. He said the local tree company used in the past is in Florida and will be there for months. They recommended Crawford Climbers, in which an estimate was provided to the Public Works. Goeller asked what Watson wants to have done. Watson said there are some limbs that need to be removed as they are a liability to the Village. Sulzberger asked where the basketball hoop is. The answer is outside of the tennis courts. Her hope is to take one of the tennis courts and add the basketball court within the tennis courts. Goeller asked if Watson felt the bid provided covers what is needed to be done.

Sulzberger asked Watson how the work on the Storm Water Management Plan was coming along. Watson replied by saying he is in the process of finding the outfalls right now and has some pictures for the illicit discharges.

Trustee Graves asked Watson if he has estimated prices on everything submitted on his wish list: Mowers (2) String Trimmers (2), Backpack Blowers (2), and Salt Spreaders (2). Watson responded

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by saying he does, however, grass seeders can substitute the salt spreaders. Graves also asked if he had a working list of what is needed for the summer months. Watson confirmed he does. Goeller stated the majority of Watson's wish list can be budgeted in the next fiscal year and if there is something pressing this fiscal year. Watson said he went to several places for a new lawn mower and has three different prices from three different companies. Unfortunately, the offer Watson thought was the best deal expired January 10, 2019. He does feel the company will still provide the offer once he returns. Goeller requested Watson to go get a guaranteed price from Heritage Tractor and the other businesses and submit to Clerk Wright.

Pro-Tem Goeller moved to keep the old public works truck, seconded by Trustee Graves. All yea. Motion carried. Pro-Tem Goeller asked about the trailer. Watson has not found out about the trailer yet.

Conversation about the CDBG grant writer to prepare, complete, and finalize application and all necessary paperwork to establish the grant with a scope of administering the planning grant began. Clerk Wright indicated Deputy Clerk Lylli Butler called for references for all three bid writers and found MarksNelson had not only the best references but also more approved proposals than the other bidders. Chairman Sulzberger restated the Village will not have to front money for this grant and the Village will only be the holder of the funding. Trustee Graves asked if the funding of the grant writer would be coming from the state. Clerk Wright reiterated Missouri Economic Development Council would be sending the Village a check, the Village will create a new bank account for this funding, and all expenses will be coming from this new bank account to fund the CDBG program. Pro-Tem Goeller asked if the money the grant writer bided is the entire amount for the project. Clerk Wright and Chairman Sulzberger responded by saying this is only for the research for the program, it is only the beginning, to do the study. Goeller asked again, where the money is coming from. Wright said the funding is coming from the state. Goeller asked why the state is paying the Village to write a grant. Sulzberger stated this is a part of the community block grant. This community block has funding for different municipalities to provide resources for development needs. Graves asked what the grant is asking for. Clerk Wright and Chairman Sulzberger answered by saying it is unknown what the final grant is going to be.

Trustee Graves moved to accept MarksNelson as the CDBG grant writer to prepare, complete, and finalize application and all necessary paperwork to establish the grant with a scope of administering the planning grant, seconded by Pro-Tem Goeller. All yea. Motion carried.

Pro-Tem Goeller moved to approve the offer of employment to Melisa Mahon as a full-time Deputy/Police Clerk at the annual rate of pay of \$34,000.00, and to serve a three-month probation period with a start date of February 1, 2019, seconded by Trustee Graves. All yea. Motion carried.

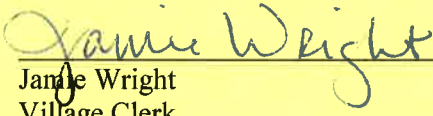
Reading of Bill No. 2997 to become Ordinance No. 2996; **AN ORDINANCE AMENDING CHAPTER 25, ARTICLE III, DIVISION 5, SECTION 91, A SIGN ORDINANCE IN THE CODE OF ORDINANCES FOR THE VILLAGE OF CLAYCOMO, CLAY COUNTY MISSOURI** to read as No temporary sign shall hereafter be erected, re-erected, constructed, altered, or maintained, except as provided by this chapter and a permit for the same has been issued, as required, by the Village Clerk, after inspected by the building inspector. Second reading by title only. Pro-Tem Goeller moved for Bill No 2996 become Ordinance 2997, seconded by Trustee

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Graves. Roll Call: Trustees: Goeller, yea; Graves, yea; Chairman Sulzberger, yea. Trustees Hook and Thompson were absent. All yea. Motion carried.

Discussion of Bill Number HB 610 commenced. Chairman Sulzberger said there was a bill on the ballot a few years ago, that was for Liberty and North Kansas City only to increase the sales tax that would benefit Public Safety. Chief Miles contacted the representative for clarification why there were no other communities involved. According to Miles, the Village has to contact the state to be included on the bill to be included in the ballot of submission for the tax authorized. Miles asked if the Board wants a letter written to be included for the sales tax imposed.

There being no further business with the Board, Pro-Tem Goeller moved to recess the meeting, subject to the call of the Chairman, seconded by Trustee Graves. All yea. Motion carried. Recessed 9:11 pm.

  
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Jamie Wright  
Village Clerk

  
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Norma Sulzberger, Chairman  
Board of Trustees