

**MINUTES OF THE
BELTON CITY COUNCIL
REGULAR MEETING
APRIL 25, 2017
CITY HALL ANNEX, 520 MAIN STREET
BELTON, MISSOURI**

Mayor Davis called the meeting to order at 7:00 P.M.

Councilman Fletcher led the Pledge of Allegiance to the Flag.

Councilmembers present: Mayor Jeff Davis, Councilmen Jeff Fletcher, Gary Lathrop, Bob Newell, Tim Savage, Chet Trutzel, and Dean VanWinkle. Councilmembers absent: Councilmen Ryan Finn and Lorrie Peek. Also present: Alexa Barton, Acting City Manager; Megan McGuire, City Attorney; and Patti Ledford, City Clerk.

CONSENT AGENDA:

Councilman Lathrop moved to approve the consent agenda consisting of a **motion approving the minutes of the April 11, 2017, City Council Regular Meeting; a motion approving the March 2017 Municipal Police Judge's Report; a motion approving Resolution R2017-10: A resolution approving the sale of surplus City personal property / city inventory by Affiliated Auctioneers, LLC through the City's participation in the public auction services program partnership with Mid-America Regional Council/Kansas City Regional Purchasing Cooperative; a motion approving Resolution R2017-11: A resolution authorizing the City Council of Belton, Missouri to reappoint Robert Henderson and appoint Todd Christy and Holly Girgin as Directors of the Industrial Development Authority of the City of Belton, Missouri; a motion approving Resolution R2017-12: A resolution authorizing the City Council of Belton, Missouri to reappoint Chet Trutzel and Ed Maurer to the Tax Increment Financing Commission; and a motion approving Resolution R2017-13: A resolution reappointing Michael Clemens and appointing Alexa Barton to the Board of Directors of the Y Highway Market Place Community Improvement District.** Councilman Savage seconded. All present voted in favor. Councilmen Finn and Peek absent. Consent agenda approved.

ORDINANCES:

Patti Ledford, City Clerk gave the final reading of Bill No. 2017-44: **An ordinance authorizing and approving a renewal of the food service agreement between the City of Belton, Missouri and Belton Regional Medical Center, for food services to Belton jail prisoners.** Presented by Councilman Trutzel, seconded by Councilman Savage. Councilman Fletcher had some questions for Police Chief James Person as to why they didn't have to get three bids. Chief Person explained this is not a new agreement but a renewal of an existing agreement. There are certain elements in the contract that would be specific to the hospital as far as the dietician, dietary conditions requirements, and the requirements they fulfill as far as the state and county testing as well as they have a dietitian on staff and the close proximity to the hospital. They are also open 365 days a year. We also purchase cereal and milk through them and they do almost all through their cost. It cost about \$12.00-\$15.00 a day to feed patients at the hospital and they sell it to us for \$5.50 per hot meal and we purchase cereal and milk from them at cost. The Council was polled and the following vote recorded; Ayes: 7, Mayor Davis, Councilmen Savage, Newell, Fletcher, Lathrop, Trutzel and VanWinkle; Noes: None; Absent: 2, Councilmen Finn and Peek.

Bill No. 2017-44 was declared passed and in full force and effect as Ordinance No 2017- 4343, subject to Mayoral veto.

Ms. Ledford gave the final reading of Bill No. 2017-45: **An ordinance authorizing and approving a real estate contract to sell six plus acres at Markey Road Executive Business Park North owned by the City of Belton, Missouri to Jans, LLC by and through Stanley J. Kuecker, its managing member.** Presented by Councilman Lathrop, seconded by Councilman Trutzel. The Council was polled and the following vote recorded: Ayes: 7, Councilmen Newell, Trutzel, Mayor Davis, Councilmen Lathrop, Fletcher, VanWinkle, and Savage; Noes: None; Absent: 2, Councilmen Finn and Peek. Bill No. 2017-45 was declared passed and in full force and effect as Ordinance No. 2017-4344, subject to Mayoral veto.

Ms. Ledford gave the final reading of Bill No. 2017-46: **An ordinance of the City of Belton, Missouri authorizing and approving a services contract award to 2A Marketing, LLC for website development for the Economic Development website in the not-to-exceed amount of \$6,000.00 with \$300 per month for hosting, updates, and maintenance fee.** Presented by Councilman Savage, seconded by Councilman Trutzel. The Council was polled and the following vote recorded; Ayes: 7, Councilmen Newell, Trutzel, Savage, Lathrop, Mayor Davis, Councilmen Fletcher, and VanWinkle; Noes: None; Absent: 2, Councilmen Finn and Peek. Bill No. 2017-46 was declared passed and in full force and effect as Ordinance No. 2017-4345, subject to Mayoral veto.

Ms. Ledford read Bill No. 2017-47: **An ordinance approving and authorizing a web based subscription agreement and amendment to the 2011 License Agreement contract between the City of Belton, Missouri through its municipal court and Tyler Technologies, Inc. to purchase additional court software modules for the current software through Tyler Technologies.** Presented by Councilman Lathrop, seconded by Councilman Trutzel. Councilman Lathrop questioned the charge of \$3,500.00. Sheila Ernzen, Finance Director, said that charge is for hosting the court. Mayor Davis asked if this is necessary because of the new Senate Bill that mandates certain criteria through the court. Ms. Ernzen said it is because of that and has affected all of the courts in the state of Missouri. He asked if she as a dollar amount it has cost the city since its inception of the Senate bill. Ms. Ernzen said she does not have a dollar amount but the cost has been significant to the City. Councilman Savage asked if this is a sole source provider. Ms. Ernzen said yes because it is Incode which is the court software. Councilman Lathrop asked if this is a renewal of the contract because the one we have expires in 2019. Ms. Ernzen said yes, this is amending the contract to add the module. Vote on the first reading was recorded with all present voting in favor. Councilmen Finn and Peek absent. First reading passed.

Ms. Ledford read Bill No. 2017-48: **An ordinance authorizing and approving special permit conditions with a limited access easement to City property and waiver of accessory building regulations to maintain an existing storage shed and construct a fence at 412 Bradford Lane, Belton, Missouri partially located on City property and within a designated stream buffer.** Presented by Councilman Lathrop, seconded by Councilman Savage. Mayor Davis said Mr. Christie has been appointed to serve on the IDA Board. Councilman Trutzel said he feels it is important to know that this is a special situation with buffer and the lay of land created a bit of a problem. The placement of the fence and waterline were all problems together and it was not easy. Alexa Barton, Acting City Manager, said kudos to staff and to Jay Leipzig, Community and Economic Development Director; Megan McGuire, City Attorney and Melinda Bolling, City Planner, that we all were able to come together and pull this together. This was a different situation and was a good job by all to make this happen. Vote on the first reading was recorded with all present voting in favor. Councilmen Finn and Peek absent. First reading passed.

Ms. Ledford read Bill No. 2017-49: **An ordinance approving the reappropriation & revision of the City of Belton Fiscal Year 2018 adopted City budget.** Presented by Councilman Trutzel, seconded by Councilmen Savage. Vote on the first reading was recorded with all present voting in favor. Councilmen Finn and Peek absent. First reading passed.

Ms. Ledford read Bill No. 2017-50: **An ordinance authorizing the City of Belton, Missouri through its Police Department to renew the software subscription with Information Technologies, Inc. (ITI).** Mayor Davis said both readings have been requested. Presented by Councilman Trutzel, seconded by Councilman Lathrop. Police Chief James Person said the city has contracted with ITI from the St. Louis area for this software product for the Police, Jail and Fire Department and interfaces with all our software needs. It is a sole source vendor and provides a CAD system primarily for answering points at all of our 911 centers. This is just a renewal of our annual subscription and is within the budgeted amount for each department. Vote on the first reading was recorded with all present voting in favor. Councilmen Finn and Peek absent. **Councilman Lathrop moved to hear the final reading.** Councilman Savage seconded. All present voted in favor. The final reading was read. Presented by Councilman Trutzel, seconded by Councilman Savage. The Council was polled and the following vote recorded; Ayes: 7, Councilmen Newell, Trutzel, VanWinkle, Lathrop, Fletcher, Mayor Davis, and Councilman Savage; Noes: None; Absent: 2, Councilmen Finn and Peek. Bill No. 2017-50 was declared passed and in full force and effect as Ordinance No. 2017-4346, subject to Mayoral veto.

Ms. Ledford read Bill No. 2017-51: **An ordinance approving a special use permit to allow, an electronic message center sign for Owen Lumber, located in a C-2 (general commercial) district, addressed as 617 North Scott Avenue, Belton, Missouri.** Presented by Councilman Newell, seconded by Councilman Lathrop. Vote on the first reading was recorded with all present voting in favor. Councilmen Finn and Peek absent. First reading passed.

RESOLUTIONS:

Ms. Ledford read Resolution R2017-14: **A resolution recognizing the City of Belton and Sheila Ernzen, Finance Director, for achieving the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting.** Presented by Councilmen Lathrop, seconded by Councilman Savage. Vote on the resolution was recorded with all present voting in favor. Councilmen Finn and Peek absent. Resolution passed.

Mayor Davis asked how many years in a row have we been recognized. Ms. Ernzen said the City was recognized several years before she got here, but it has been 6 years in a row since she has been here. Alexa Barton, Acting City Manager, said Ms. Ernzen has a wonder staff around her and accolades to her and her staff. Mayor Davis said congratulations.

Ms. Ernzen then gave her monthly financial report. She said the fiscal year is done and reported on the FY17 year-end results. She said bottom line, we ended the year in the general fund better than anticipated. We were \$532,000 under budget in revenues. The total budgeted revenues were \$15.3 million and so our revenue projection fell short by 3% which is incredible. Our expenses were \$954,000 under budget, which is about 3% of total budget expenses. Of the \$498,000 which was cash carry over in the general fund was above what we had anticipated. All but \$212,000 of that was actually projects that were budgeted but not completed and paid for in FY17. Those expenses have been re-appropriated into FY2018 and that was the ordinance council approved earlier this evening. So even though it looks like we ended the \$498,000 ahead, the true amount is \$212,000. Still, we ended \$200,000 better than anticipated. She commended staff and said they also cut request for 2018 to help balance the budget. It is not always easy but

staff did a great job. Councilman Trutzel said we appreciate from the City Council standpoint that budget heads did what they were to do.

Mayor Davis said he remembers when he first checked in as mayor we were at 9% general fund reserve and now for a number of years we have been over 25% for a number of years now and he is pleased that we are cognizant of being fiscal conservatives and staff does good job keeping everyone in line. We have been blessed.

CITY COUNCIL LIAISON REPORTS:

Councilman Trutzel gave and Public Works Committee report and said it is mainly for those watching on TV. Michael Doi, Public Works Director, gave a summary of events:

- Belton Gateway- Kneaders
- Carnegie Village added on to building
- North Park old Price Chopper building is be rehabbed and the biggest change is the realignment of Peculiar Drive but instead it will be Cunningham Parkway
- Traditions building development on Mullen Road from till 10 p.m. to 5 a.m.
- Storm water work on Pacific upgraded and changed wastewater treatment plant
- Compost building
- Belton Nexus trail under contract going by Menards will connect the Community Center to Memorial Park and eventually Grandview and Kansas City
- 58 and Y in design stage - re-change traffic configuration
- Working on Mullen Road widening and in the process of buying up land to make it wider
- In addition to the bridge the Grand Hill Subdivision is being tapped in to the city sewer

Ms. Barton said there is a clarification she wants to make on the projects – the North Park project is still going through a lot of variations and more than likely the intent of that project is still going through changes so, it is in the works and in negotiations phases so she is not sure she would take that to the bank just yet. She asked Michael Doi, Public Works Director and Jay Leipzig, Community and Economic Development Director, if there are any other projects with slight variations. Mr. Leipzig added they are clearing the land to make way of Lot 2 Gateway, second phase, and construction is expected to start in late May or early June.

MAYOR'S COMMUNICATIONS:

Mayor Davis said the Arbor Day celebration was April 22 in Memorial Park. It was a wonderful celebration. The new kiosk was built - it was an Eagle Scout project. Ryan Vaughn from public works did the GIS and you can use your smart phone to go through park similar to the zoo. It is an upscale and great project and they received a grant to do it. They are constructing one restroom and two shelter houses this fall, which will be paid for with a LWCF grant. The kiosk is spectacular and he commended Kevin Feeback for doing a great job and running with it. Paul Fyffe's Boy Scout Troup 510 is the one that did the Eagle Scout project. There also is an Eagle Scout crowning Saturday. There was a memorial tree planting along with the Arbor Day celebration in remembrance Dodie Maurer – it was a good ceremony and a great story behind the tree planted. Shane DeWald, Park Director, and Seth Smith, did great job and several of the Tree Board members were there and they did a great job. It was great day good turnout for Arbor Day.

SEMCO had an open house and they are planning on doing another expansion in future.

CITY MANAGER'S REPORT:

Shane DeWald, Park Director, said Saturday they also had health screenings – it was a busy day with our super hero wellness event. We had 35 vendors along with the police, fire, and chiropractors and had roughly 150 attend. It is a great way to network and talk to people and it was really well received and thinks we will do it annually.

Ms. Barton said this week marked a lot of activity around the city for employees. We did employee health screenings and she thanked the park department for their help in coordinating the event in order to provide better wellness. Open enrollment was this week and the city's benefits consultant is CBI. She thanked staff and department heads.

Ms. Barton said Councilman Trutzel requested the Public Works Director Michael Doi to contact MODOT about street sweeping. Mr. Doi said he heard from Matt Killion of MODOT and they will schedule it for some kind of routine and it will be done intermittently throughout year.

Ms. Barton said that today and tomorrow is the pre-bid for Belton and Raymore solid waste management trash haulers. Some might have received an email from one of the contractors and in the procurement world it is inappropriate. The proposal responses are evaluated not only on the lowest but also the best and responsive bid. Responsive bid means those contractors that can follow directions and follow instructions. The instruction was that there is one contact person for the request for proposal (RFP) and that is the purchasing specialist for the City of Raymore, Kim Quade. All communications go through her. If you receive any data or if they contact you it is inappropriate and they need to contact her.

There were some good questions today at the pre-bid meeting but nothing much out of the ordinary and not a lot of surprises. If they think of anything they are welcome to come back tomorrow for a second opportunity. We will take all questions and put responses together and be able to apply an amendment to RFP that addresses those questions, both cities will meet and go over that and provide clear direction for the contractor to be able to provide a response. When the proposals close and there is an opening at that time, the decision has been made because there are so many variations of what could occur through this contract and based upon the cost all we will be providing at the opening is the names of the contractors that have responded. We will not be sharing any prices that information will be provided at a later time. There were some great suggestions today from some of the contractors and we are going to be taking those under consideration and she feels it will be a great partnership as we move forward.

Ms. Barton then went on to say - speaking of great examples - being able to partner with different cities throughout the county and city and local governments and working together to provide best contracts and being good stewards and spending money wisely.

OTHER BUSINESS:

Mayor Pro Tem Jeff Fletcher read a **Proclamation proclaiming Local Government Week – April 30 – May 6, 2017.**

Police Chief James Person said May 6 is the Cass Community Health Foundation Walk and Run. It will begin and end at Belton Regional Medical Center and there is still time to sign up. The Raymore Mayor does have a team in that event. Mayor Davis said maybe department heads can have a team. Mayor Davis said this is a good event. Chief Person said they have been doing this for close to 20 years and the proceeds help fund two dental clinics in the county Medicaid clinics for children. They have served over 3,100 kids - it's a good program.

At 7:42 P.M. Councilman Newell moved to enter Executive Session to discuss matters pertaining to the hiring, firing, disciplining or promotion of personnel, according to Missouri Statute 610.021.3; matters pertaining to preparation, including any discussion or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups according to Missouri Statute 610.021.9; and matters pertaining to legal actions, according to Missouri Statute 610.021.1, and that the record be closed. Councilman VanWinkle seconded. The following vote was recorded; Ayes: 7, Mayor Davis, Councilmen Fletcher, Trutzel, Savage, Lathrop, Newell, and VanWinkle; Noes: None; Absent: 2, Councilmen Finn and Peek.

The Council returned from Executive Session at 8:56 P.M. Being no further business, Councilman Lathrop moved to adjourn. Councilman Savage seconded. All present voted in favor. Councilmen Finn and Peek absent. Meeting adjourned.

Patti Ledford, City Clerk

Jeff Davis, Mayor