

**CITY OF BRENTWOOD, MISSOURI  
BOARD OF ALDERMAN MEETING  
MAY 18, 2015**

**MEETING CALLED TO ORDER**

Mayor Chris Thornton called the meeting to order at 7:00 pm, in the Council Room of City Hall located at 2348 S. Brentwood Blvd., Brentwood, MO 63144.

**ROLL CALL**

The following members were present

Alderman Plufka	Present	Alderman Toohey	Present
Alderman Slusser	Present	Alderman Leahy	Present
Alderman Lochmoeller	Present	Alderdwoman Manestar	Present
Alderman Kramer	Present	Alderdwoman Saunders	Present
Mayor Thornton	Present		

Members present constituted a quorum. Also present were City Clerk/Administrator Bola Akande, City Attorney Frank Albrecht, and Deputy City Clerk Octavia Pittman.

**APPROVAL OF AGENDA**

**Board of Aldermen May 18, 2015**

Mayor Thornton requested moving agenda item #12 (Bill #5975) to item #9a. Hearing no objections, unanimous consent was taken for approval.

Motion was made by Alderman Leahy and seconded by Alderman Kramer to add to the agenda as item #9i Bill #5981 – An Ordinance Amending Section 110.270 Of The Code Of Ordinances Of The City Of Brentwood, Missouri By Deleting Sections 110.270 (A) Appointment, And Section 110.270 (B) Members – Number And Requirements, In Their Entirety, And Replacing Them With A New Section 110.270 (A) Appointment, And Section 110.270 (B) Members – Number And Requirements, In Their Entirety, Providing For The Current Maintenance Of This Code; Providing For The Effective Date Of This Ordinance; And, Providing For The Repeal Of All Conflicting Ordinances. Discussion was held and Attorney Albrecht commented that he had not had an opportunity to review and reminded that the bill would have to be read in its entirety as it was not provided in advance. **VOICE VOTE TAKEN: 7 – yes; Alderman Toohey – no; MOTION PASSED.**

Alderdwoman Saunders made a motion to add Aldermanic Comments after Public Comment #8 and #13. Motion seconded by Alderdwoman Manestar. **ROLL CALL: Alderman Kramer – yes; Alderman Leahy – no; Alderman Lochmoeller – yes; Alderdwoman Manestar – yes; Alderman Plufka – yes; Alderdwoman Saunders – yes; Alderman Slusser – yes; Alderman Toohey – no; MOTION PASSED.**

Motion was made by Alderman Leahy and seconded by Alderman Plufka to approve the agenda as amended. Unanimous vote in favor taken; **MOTION PASSED.**

**CONSIDERATION AND APPROVAL OF THE MINUTES**

**Board of Aldermen Regular Meeting Minutes May 4, 2015**

Alderman Leahy offered comments of amending the meeting minutes, stating that although they properly reflect action taken in regards to staggering readings of bills, it is not in compliance with the city's code. He requested that it is clarified that steps are being taken to

ensure that this is being conducted properly. Motion was made by Alderman Toohey and seconded by Alderman Plufka to postpone the meeting minutes until the next meeting. Unanimous vote in favor taken; **MOTION PASSED.**

**PRESENTATION/RECOGNITION**

**None**

**PUBLIC HEARING**

**None**

**BIDS**

**Bid Selection Whistleblower/Fraud Hotline**

It is the city's desire to provide whistleblower/fraud hotline services for its employees and citizens. The city received four quotes from: **InTouch** who charges a one-time set-up fee of \$250 and an annual service fee of \$500. This fee is guaranteed for two-years. There is an initial fee to set-up a web-portal - \$400. **The total cost the first year is \$1,150.** There is an additional fee to purchase marketing materials such as posters and cards. To help manage cost, InTouch will provide the template, and the City may select a printer of their choice. There is an additional fee for any second language translation. Most clients do not receive more than 12 reports (complaints) a year. The implementation time is approximately two months.

**Lighthouse Services Inc.** has an annual fee of \$548.05. There is an annual report fee of \$45, if the number of reports (complaints) exceeds 12 on an annual basis. Translation services are available at a fee of \$75 per request. There is a fee to produce marketing materials and this fee depends on the number of marketing materials bought and whether it is black & white or color. Staff recommends 100 black & white wallet cards at a cost of \$45 and five 18 x 24 color laminated posters for city buildings at a cost of \$132. The fee for customized telephone script is \$300 a year. Web form changes are subject to a one-time fee of \$100 an hour. Worldwide services used for reports (complaints) from outside of North America is for a fee of \$350 a year. Lighthouse offers ethics training and a customized employee ethics hotline training video for a fee. Most clients do not receive more than 12 reports (complaints) a year. **Total initial fee is \$577 and the annual fee is \$548.05. Total invoice is \$1,125.05.** The implementation time is approximately 6 weeks.

**NAVEX Global** – There are two fee structures. One for a group of stakeholders (employees) that number is up to 107. The first fee structure includes a set-up fee of \$950, plus subscription for a U.S. Hotline at a fee of \$1,800, plus posters at a fee of \$1,288. There is no additional cost for Case Management and Gateway subscription. **The initial fee is \$2,238. The annual fee is \$1,800. The total first year fee is \$4,038. The implementation time is approximately six weeks.** The second fee structure is for a group of stakeholders (residents) who number up to 8,500. The second fee structure includes an initial set-up fee of \$1,500. The initial fee for a U.S. Hotline subscription is \$1,000. The annual fee for this service is \$9,244.60. The initial fee for electronic posters is \$1,288. There is no additional cost for Case Management and Gateway subscription. **The initial fee is \$3,788. The first year annual fee is \$9,244. The total first year fee is \$13,032.60.**

**Ethical Advocate** – There are two fee structures. One for a group of stakeholders (employees) that number is up to 107. The initial fee for set-up is \$500. The annual fee for phone and on-line access is \$1,000. Total fee is \$1,500. The second fee structure is for a group of stakeholders (residents) who number up to 8,500. The cost is \$500 for online only, and an additional \$1,500 for phone access. The annual fee is \$2,000. **Total initial fee is \$500. Annual Fee is \$3,000.**

As recommended by the Ways and Means Committee, motion was made by Alderman Leahy and seconded by Alderman Plufka to accept the bid from Lighthouse Services Inc. Unanimous vote in favor was taken; **MOTION PASSED.**

**Bid Selection for Hazardous Material Survey / 3<sup>rd</sup> Party Abatement Monitoring and Air Monitoring**

Administrator Akande explained that The City of Brentwood owns the vacant building at 8318 Manchester Rd which is budgeted for demolition in 2015. Prior to demolition a hazardous material survey needs to be performed. Bids were received, opened and read aloud on April 21, 2015 from 4 vendors: **Professional Environmental Engineering** proposed pricing is \$1,600.00 for the Hazardous Material Survey. The daily charge for the 3rd Party monitoring cost is \$408.00. Close out documentation for 3rd Party monitoring cost is \$400.00. 3rd Party monitoring costs does not include any additional sample analysis cost that is above and beyond 8 samples a day. The total cost range is from \$4,040 - \$6,080.

**PSI** proposed pricing is \$1,785.00 for the Hazardous Material Survey. The daily charge for the 3rd Party monitoring cost is \$415.00. Close out documentation for 3rd Party monitoring cost is \$350.00. 3rd Party monitoring costs does not include any additional sample analysis cost that is above and beyond 10 samples a day. The total cost range is from \$4,210 - \$6,285.

**Cardno ATC** proposed pricing is \$2,995.00 for the Hazardous Material Survey. The daily charge for the 3rd Party monitoring cost is \$495.00. Close out documentation for 3rd Party monitoring cost is \$500.00. 3rd Party monitoring costs does not include any additional sample analysis cost that is above and beyond 10 samples a day. The total cost range is from \$5,970 - \$8,445.

**Terracon** proposed pricing is \$6,200.00 for the Hazardous Material Terracon proposed pricing is \$6,200.00 for the Hazardous Material Survey. The daily charge for the 3rd Party monitoring cost is \$650.00. Close out documentation for 3rd Party monitoring cost is \$1,000.00. 3rd Party monitoring costs does not include any additional sample analysis cost that is above and beyond 10 samples a day. Their total cost range is from \$10,400 - \$13,700.

It was recommended by the Public Works Committee to accept the bid from Professional Environmental Engineering and requested that the Board of Aldermen conduct both readings of the Bill on the same night.

**Bid Selection for the City's Asphalt Projects (9 Streets, 1 Alley and 58,500 Square Feet of Oak Trail Park Pathways Resurfacing and ADA Compliance)**

Administrator Akande announced the issuance of the request for bids for the 2015 Asphalt Projects and 58,500 square feet of Oak Trail Park and Pathway Resurfacing Project, which also includes 9 streets, 1 alley, and ADA work on the pathways. There were 4 responses from Spencer Contracting \$522,373.86, West Contracting \$479,177.70, E. Meier Contracting \$506,857.96, and Gershenson Contracting \$528,913.99.

It was recommended by the Public Works Committee to accept the bid from West Contracting and requested that the Board of Aldermen consider conducting the 1<sup>st</sup> & 2<sup>nd</sup> reading of the approving Bill in one night.

**HEARING OF ANY MATTER OF PUBLIC INTEREST UPON REQUEST OF ANY PERSON PRESENT**

**Denise Soebbing, 2612 Porter**, distributed pictures showing area code violations of the building adjacent to the public works facility and requested a follow up. She also noted other complaints; the water leak on Manchester has been repaired but dips remain in the ground,

she reiterated her previous complaint of tar in the street and asked if the City Administrator would work with contractors to get it removed, and if Aldermen Leahy could produce the email stating that Mr. Soebbing did not want him to respond to issues. Lastly she thanked staff for the efforts of planting flowers in Oak Tree Park.

**David Demitt**, addressed the board in regards to the Mayor's nominations of committees; he asked that the 5 members that voted in opposition could explain their reasoning. He added that after the previous meeting he did hear that many had concerns of the lack of experience which was inconsistent with the Mayoral election where the candidate with the most experience received the least about of votes.

**Karen Smith, Harrison**, offered comments in regards to the committee appointments at the last meeting stating there appeared to be 2 versions, but there was no rationale in explanation; there should also be a balance between experience and new ideas. She also offered comments of the way the meetings are currently being run, that there is little opportunity for comment and transparency.

#### **Aldermanic Response**

Alderwoman Saunders responded that committee appointments were brought up without public knowledge. Although aldermen received the appointments by email over the weekend it wasn't clear when they could offer comments due to the change in the meeting structure and she tried to make every effort to explain it. She added that she explained in other meetings that new aldermen should not be chairing a committee, the chairman position should be something earned with time. The code states that the Mayor makes committee appointments with approval of the board, meaning Aldermen should be allowed to give their recommendation which previously was not allowed.

Alderman Leahy agreed that better explanations would be great but the process is that the Mayor makes the appointments if the majority of the aldermen agree. The intent in voting no was to try to get better representation from each ward on all 5 standing committees listed in the code and the mayor's suggested list only included 3 of the standing committees.

Alderman Kramer responded that Roberts Rules of Order does not allow for explanation during the time of voting. Ideally members would give some indication of their support or opposition of a proposal during the discussion. He added that Brentwood is progressive in the areas of communications and an example would be the synopsis of bills that was added in 2003.

#### **INTRODUCTIONS, READINGS, AND PASSAGE OF BILLS AND RESOLUTIONS**

##### **Bill #5975 – An Ordinance Amending Section 500.140 Of The Code Of Ordinances Of The City Of Brentwood, Missouri By Repealing Section 500.140 As It Relates To Contractors Licensing And Adopting A New Section 500.140; Providing For The Current Maintenance Of This Code; Providing For The Repeal Of All Conflicting Ordinances; And, Providing For The Effective Date Of This Ordinance – 2<sup>nd</sup> Reading**

Administrator Akande explained that staff is attempting to codify an existing practice; with staff turnover it was learned that we were charging 2 contractors licensing fees that were never charged before. This ordinance would grant an exemption to contractors that have a business license with the city so that they would not have an additional fee. Attorney Albrecht read Bill #5975 by title only. Alderman Leahy made a motion to perfect Bill #5975 into ordinance form. Motion seconded by Alderman Lochmoeller. **ROLL CALL:** Alderman Kramer – yes; Alderman Toohey – yes; Alderman Leahy – yes; Alderwoman Manestar – yes; Alderwoman Saunders – yes; Alderman Plufka – yes; Alderman Slusser – yes; Alderman Lochmoeller – yes; **MOTION PASSED.**

***BILL #5975 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4631***

**Bill #5976 – An Ordinance Authorizing The Mayor And/Or City Administrator To Enter Into And Execute A Service Agreement With The REJIS Commission; And Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Attorney Albrecht read Bill #5976 by title only. Alderman Kramer provided the synopsis, “This bill is for an ordinance approving an Intergovernmental Service agreement between the City of Brentwood and REJIS for desktop support and network services. The support will assist in the ongoing implementation of the IT Strategic Plan. Additionally, the services provide a level of backup planning for the IT Manager should an emergency arise. The Ways and Means Committee members voted unanimously in recommending the REJIS Services Agreement be forwarded to the full Board of Alderman for consideration. Due to the cancellation of the April Ways and Means Committee meeting and the pending expiration of the proposed REJIS agreement, the Committee also recommends the 1<sup>st</sup> and 2<sup>nd</sup> readings be addressed at the meeting on May 18, 2015.” Administrator Akande explained that REJIS currently provides support services for public safety and municipal court; this agreement provides for discounted services to the other departments, provides as backup service in the absence of IT, augments desktop support services and assists IT in the management of the workload. Attorney Albrecht read Bill #5976 by title only. Motion was made by Alderman Slusser and seconded by Alderman Leahy to perfect Bill #5976 into ordinance form. **ROLL CALL:** Alderman Kramer – yes; Alderman Leahy – yes; Alderman Lochmoeller – yes; Alderwoman Manestar – yes; Alderman Plufka – yes; Alderwoman Saunders – yes; Alderman Slusser – yes; Alderman Toohey – yes; **MOTION PASSED.**

***BILL #5976 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4632***

**Bill #5977 – An Ordinance Authorizing The Mayor And/Or City Administrator To Enter Into And Execute An Agreement On Behalf Of The City Of Brentwood, Missouri With Professional Environmental Engineers, Inc.; And Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Attorney Albrecht read Bill #5977 by title only. Alderman Kramer provided the synopsis, “This bill is for an ordinance to enter into a contract with Professional Environmental Engineering for a hazardous material survey and 3<sup>rd</sup> party abatement services in conjunction with the demolition of 8318 Manchester Rd. The Public Works Committee members voted unanimously in recommending the Professional Environmental Engineering Agreement be forwarded to the full Board of Aldermen for consideration for the Hazardous Material Survey and 3<sup>rd</sup> Party Monitoring Services and that the 1<sup>st</sup> and 2<sup>nd</sup> readings be addressed at the meeting on May 18, 2015.” Administrator Akande explained that the survey being requested will identify if there are any hazardous materials such as asbestos, lead paint and other radioactive materials as the monitoring is required by St. Louis County. Attorney Albrecht read Bill #5977 by title only. Motion was made by Alderman Leahy and seconded by Alderman Toohey to perfect Bill #5977 into ordinance form. **ROLL CALL:** Alderman Kramer – yes; Alderman Leahy – yes; Alderman Lochmoeller – yes; Alderwoman Manestar – yes; Alderman Plufka – yes; Alderwoman Saunders – yes; Alderman Slusser – yes; Alderman Toohey – yes; **MOTION PASSED.**

***BILL #5977 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4633***

**Bill #5978 – An Ordinance Of The City Of Brentwood, Missouri, Authorizing The Mayor And/Or City Administrator To Enter Into And Execute An Agreement Between The City Of Brentwood, Missouri And N. B. West Contracting; And Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Attorney Albrecht read Bill #5978 by title only. Alderman Kramer provided the synopsis, “This bill is for an ordinance approving a contract with N.B. West Contracting for completion of the City’s FY15 asphalt projects and 58,500 square feet of Oak Trail Park pathways. The nine streets included in this project are High School Dr.; Annalee Ave. (Litzinger Rd. to Manchester Rd.); Louis Ave.; Tilles Dr.; 8700 Pine Ave.; Lawn Ave. (Urban Dr. to Woodsey Dr.); Urban Dr. (Strassner Dr. to Pine Ave.); Spanish Dr.; Woodsey Dr.; and one alley along Brentwood Blvd. (Evans Ave. to Rose Ave). The Public Works Committee members voted unanimously in recommending the N. B. West Contracting Agreement be forwarded to the full Board of

Aldermen for consideration of the FY 15 Asphalt Projects (streets and 1 alley and the 58,500 Square Feet of Oak Trail Park Pathways Resurfacing and ADA Compliance Project) and that the 1<sup>st</sup> and 2<sup>nd</sup> readings be addressed at the meeting on May 18, 2015. Administrator Akande explained that prior to fiscal year 2015 the board had approved funding to mill and overlay approximately 3 or 4 streets. In this fiscal year the board approved that additional funds would be transferred to capital improvements which would allow the ability to perform repairs on 9 streets; this has also been modeled into future budgets up until FY17. Based on the street inventory assessment, it is hoped to be able to do this every year. Comments were also offered that this is an illustration of the financial strength of the city. Streets are chosen primarily based on the conditions listed in the street inventory; however, ward representation may also be a factor to be fair. Attorney Albrecht read Bill #5978 by title only. Alderman Leahy made a motion to perfect Bill #5978. Motion seconded by Alderman Lochmoeller. **ROLL CALL:** Alderman Kramer – yes; Alderman Leahy – yes; Alderman Lochmoeller – yes; Alderwoman Manestar – yes; Alderman Plufka – yes; Alderwoman Saunders – yes; Alderman Slusser – yes; Alderman Toohey – yes; **MOTION PASSED.**  
***BILL #5978 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4634***

**Bill #5979 – An Ordinance Of The City Of Brentwood, Missouri, Authorizing The Mayor And/Or City Administrator To Enter Into And Execute An Agreement Between The City Of Brentwood, Missouri And Lighthouse Services Inc; And Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> Reading**

Attorney Albrecht read Bill #5979 by title only. Alderman Kramer provided the synopsis, “This bill is for an ordinance approving a contract with Lighthouse Services, Inc. for a Whistleblower / Fraud Hotline service. This service was recommended from the Internal Control and Financial Policy and reporting of fraud through an anonymous hotline. The Ways and Means Committee members voted unanimously in recommending the Lighthouse Services, Inc. Agreement be forwarded to the full Board of Alderman for consideration for the Whistleblower and Fraud Hotline Services”. Administrator Akande explained that last year the city issued a request for qualifications for internal control and financial policies. As part of the deliverable of the consultant selected was to provide a list of vendors that could provide these services. Selection was made after conducting a reference check and determining and the lowest and best bidder. Implementation is scheduled for July 1<sup>st</sup>. A brief discussion was held regarding the anonymous complaint and report process outlined in the agreement. Alderman Leahy made a motion to conduct the 1<sup>st</sup> & 2<sup>nd</sup> reading per the city code. Motion seconded by Alderman Kramer. Unanimous vote in favor was taken; **MOTION PASSED.** Attorney Albrecht read Bill #5979 by title only. Alderman Leahy made a motion to perfect Bill #5979 into ordinance form. Motion seconded by Alderman Toohey. After questions from Alderman Plufka of the logic if the city has alternatives available and no other city is using such service, and Administrator Akande replied that need we believed based on the immediate history of fraudulent activity. **ROLL CALL:** Alderman Kramer – yes; Alderman Leahy – yes; Alderman Lochmoeller – yes; Alderwoman Manestar – yes; Alderman Plufka – yes; Alderwoman Saunders – yes; Alderman Slusser – yes; Alderman Toohey – yes; **MOTION PASSED.**  
***BILL #5979 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4635***

**Bill #5980 – An Ordinance Amending Section 110.400 Of The Code Of Ordinances Of The City Of Brentwood, Missouri By Repealing Section 110.400 As It Relates To Introduction And Reading Of Bills And Adopting In Lieu Thereof A New Section 110.400; Providing For The Current Maintenance Of This Code; Providing For The Repeal Of All Conflicting Ordinances; And, Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Attorney Albrecht read Bill #5980 by title only. He explained that this was prepared in connection with Resolution #1033 concerning the order of business; the board has requested staggered readings of bills and the current code requires that they are conducted at the same meeting. This bill would now set, by default, that one reading will take place at any meeting unless there is a request to conduct both readings at the same meeting. Comments were offered regarding the months in which the board only meets once and the possibility of

extending the approval time for projects and further debated that staggered readings provide additional time to review and increased transparency. Attorney Albrecht read Bill #5980 by title only. Motion was made by Alderman Plufka and seconded by Alderwoman Saunders to perfect Bill #5980 into ordinance form. **ROLL CALL:** Alderman Kramer – yes; Alderman Leahy – no; Alderman Lochmoeller – yes; Alderwoman Manestar – yes; Alderman Plufka – yes; Alderwoman Saunders – yes; Alderman Slusser – yes; Alderman Toohey – yes; **MOTION PASSED.**

**BILL #5980 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4636**

**Resolution #1032 – A Resolution To Adopt The All Hazard Mitigation Plan 2015-2020 (Updated 2015)**

Alderman Kramer provided the synopsis, “This resolution is to adopt the St. Louis Regional All-Hazard Mitigation Plan 2015-2020 (Updated 2015). The Federal Emergency Management Agency (FEMA) requires local governments and school districts to adopt the updated plan by resolution of the governing body every five years. By adoption of the plan, the City is be eligible to apply for federal or state financial aid to assist in implementing pre-disaster mitigation projects within the City of Brentwood. The Public Works Committee members voted unanimously in recommending moving the resolution to the full Board with positive recommendation”. Administrator Akande explained that city staff attended a workshop hosted by EastWest Gateway to gather input to develop the plan and has previously participated in the updates of the all hazard mitigation plan in 2004 and 2009. Alderman Leahy made a motion to adopt Resolution #1032. Motion seconded by Alderwoman Saunders. **ROLL CALL:** Alderman Kramer – yes; Alderman Leahy – no; Alderman Lochmoeller – yes; Alderwoman Manestar – yes; Alderman Plufka – yes; Alderwoman Saunders – yes; Alderman Slusser – yes; Alderman Toohey – yes; **MOTION PASSED.**

**Resolution #1033 – A Resolution Providing For The Order Of Business At Regular Meetings Of The Board Of Aldermen**

Alderman Kramer provided the synopsis, “This resolution establishes the order of business at the regular meetings of the board of aldermen”. Attorney Albrecht announced that these changes were made in conformance with the Board’s desire to stagger readings of ordinances and to offer a place for announcements. Alderwoman Saunders made a motion to amend the resolution adding #8a and #18a Aldermanic Response, limited to 3 minutes. Motion seconded by Alderwoman Manestar. **Voice Vote Taken:** 7 – yes; Leahy – no; **MOTION PASSED.** As requested for approval of Resolution #1033; **ROLL CALL:** Alderman Kramer – yes; Alderman Leahy – no; Alderman Lochmoeller – yes; Alderwoman Manestar – yes; Alderman Plufka – yes; Alderwoman Saunders – yes; Alderman Slusser – yes; Alderman Toohey – yes; **MOTION PASSED.**

**Bill #5981 – An Ordinance Amending Section 110.270 Of The Code Of Ordinances Of The City Of Brentwood, Missouri By Deleting Sections 110.270 (A) Appointment, And Section 110.270 (B) Members – Number And Requirements, In Their Entirety, And Replacing Them With A New Section 110.270 (A) Appointment, And Section 110.270 (B) Members – Number And Requirements, In Their Entirety, Providing For The Current Maintenance Of This Code; Providing For The Effective Date Of This Ordinance; And, Providing For The Repeal Of All Conflicting Ordinances**

*As the Bill was not available in advance of the meeting, a motion was made by Alderman Leahy and seconded by Alderman Toohey for a 5 minute recess at 8:32 pm to duplicate and distribute copies of the bill to all in attendance.*

Attorney Albrecht read Bill #5981 by title only. Alderman Leahy made motion to entertain a staggered reading of Bill #5981 (1<sup>st</sup> reading at this meeting and 2<sup>nd</sup> reading at the next board meeting). Motion seconded by Alderman Slusser. Unanimous vote in favor taken; **MOTION PASSED.**

**ACCOUNTS AGAINST THE CITY**

Alderman Kramer made a motion to approve the warrant list in the amount of \$134,089.19. Motion seconded by Alderman Leahy. Unanimous vote in favor taken; **MOTION PASSED.**

**REPORTS OF COMMITTEES AND DEPARTMENT HEADS**

**Mayor Thornton** expressed appreciation to those that attended the first monthly Mayor's Happy Hour (2<sup>nd</sup> Thursday @ 5:30pm) that will be held in addition to the Coffee with the Mayor (last Friday @ 9am). Questions were asked of the status of Brentwood Blvd and patience is being requested as the process will be timely. He also offered comments in regards to discussions of the stop sign at McKnight; while campaigning, he received concerns from residents that traffic was being backed up. In response to these concerns he asked that the City Administrator research a new device that would control traffic from York Woods and along McKnight not realizing that there has already been considerable discussion on the topic. He stated that having learned this, he has no intention to pursue this subject any further.

Pursuant to RSMo 79.010, the Board of Aldermen is required to elect a member as Acting President of the Board of Aldermen (previously referred to as Mayor Pro Tem); a majority vote of the board is required. Nominations for the position were accepted; Mayor Thornton nominated Alderman Toohey, Alderman Plufka nominated Alderwoman Saunders, Alderman Kramer nominated Alderman Leahy he declined and nominated Alderman Kramer, Alderwoman Manestar nominated Alderwoman Saunders.

Alderman Plufka offered comments of meeting Alderwoman Saunders through the comprehensive plan process and that he is impressed with her diligence and desire to bring hard work to the board of aldermen.

Alderman Leahy commented that the position needs someone that can build a better consensus and that Alderman Kramer has been able to do so over the years.

Mayor Thornton commented that Alderman Toohey knows what it is like to run a campaign for the mayor's position; 11% of the population casted votes on his behalf which speaks highly of his character and ability.

Ballots were accepted from Alderman for the position of Acting President of the Board:

Alderman Kramer received 3 votes

Alderwoman Saunders received 3 votes

Alderman Toohey received 2 votes

Ballots were again accepted:

Alderman Kramer received 4 votes

Alderwoman Saunders received 3 votes

Alderman Toohey received 1 vote

Alderwoman Saunders withdrew her name from consideration. Ballots were again accepted:

Alderman Kramer received 6 votes

Alderman Toohey received 2 votes

**Alderman Kramer was elected as the Acting President of the Board of Aldermen**

Board and Committee Appointments

Mayor Thornton announced that the Communications Committee is a standing committee per the city code; the thought was that this committee had been disbanded since they hadn't met or had appointments in several years. He then announced appointments to standing committees:

Ways and Means:

Chairman – Alderman Slusser, Alderman Plufka, Alderwoman Saunders, Alderman Toohey

Public Safety:

Chairman – Alderman Plufka, Alderman Kramer, Alderman Leahy, Alderman Lochmoeller

Public Works Committee:

Chairman – Alderman Toohey, Alderman Leahy, Alderman Lochmoeller, Alderwoman Manestar

Communications Committee:

Chairman – Lorie Coulter (resident), Dan Duffy (resident), Alderman Lochmoeller

Mayor Thornton explained his process to make appointments stating that they were taken seriously. He solicited input from the board with the goal to get everyone's thoughts on which committee they were interested and would best serve on; this feedback was incorporated as best possible. He added that the Mayor is charged with making these appointments because the mayor is expected to exercise judgement; composing committees and chairmen believed to be best suited and the most effective. There were a large number of factors considered when making appointments however there was not a lot of emphasis based on the amount of time served because the board changes every year and as being elected it was assumed that anyone would be qualified to serve on any committee. He provided background information for Alderman Slusser as chair of ways and means (a CPA with a background in auditing municipal governments), Alderman Plufka as chair of public safety (licensed attorney adjudicating workers comp plans and previous experience on planning and zoning), Alderman Toohey as chair of public work (experience serving on board and candidate for mayor). He also clarified that the appointments are not subject to amendments.

Alderwoman Saunders read code section pertaining to appointments and noted that it does not say that the appointments are the mayor's only. She later added her belief that the city should switch to a charter city and commented that she had hoped that she would chair the committee but is honored to work with anyone.

Alderman Plufka commented that RSMo 79 enables the city to act as 4<sup>th</sup> class city and offered comments regarding the implied authority of the mayor within. After comments from others he later commented that he does not believe having 3 members on a committee poses an issue and added his offense to the notion of patronage. He asked the Mayor if he would consider revising the appointments to create more diversity.

Alderman Kramer offered comments this being an opportunity to venture forth doing things differently because in the past there was a tendency towards a political agenda and lack of balance of ward representation rather than the greater good of the community. He added that each member brings something different and stated that he seeks more of balance from each ward on each committee. Being the last alternative for appointments he would vote no due to the lack of balance.

Alderman Leahy agreed with Alderman Kramer and stated that the purpose of Bill #5981 is to increase that balance, get rid of patronage and regain a fair balance of representation by wards so that residents can keep a consistent flow of information. He stated that he has seen imparity and he believes that it can be fixed. The appointments suggested aren't as balanced has he prefers. He added that the code defines 5 standing committees, 2 of which (communications and human rights) has 3 members that he would like increased so that a quorum would be at least 3 members to avoid an issue with the sunshine law. He later rendered his apology and clarified that it was not his intent to slight any member.

Alderman Toohey stated, realizing others belief of ward representation, that it would be foolish to place someone on a committee that they do not have the best background for; skill set should be considered when making appointments.

Aldermen Lochmoeller announced his excitement of restarting the communications committee and as requested, Mayor Thornton provided background information on the resident members.

As requested to accept committee appointments; **ROLL CALL:** Alderman Kramer – no; Alderman Leahy – no; Alderman Lochmoeller – yes; Alderwoman Manestar – no; Alderman Plufka – yes; Alderwoman Saunders – yes; Alderman Slusser – yes; Alderman Toohey – yes; **MOTION PASSED.**

Mayor Thornton also announced re-appointments for Board of Adjustments (expiring May 2020); Michael Hart and Brandon Wegge. As requested to accept appointments; **ROLL CALL:** Alderman Kramer – yes; Alderman Leahy – yes; Alderman Lochmoeller – yes; Alderwoman Manestar – yes; Alderman Plufka – yes; Alderwoman Saunders – yes; Alderman Slusser – yes; Alderman Toohey – yes; **MOTION PASSED.**

#### **Public Safety Committee**

There was no report; March 11, 2015 committee meeting minutes were available for review.

#### **Public Works Committee**

There was no report; April 8, 2015 committee meeting minutes were available for review.

#### **Director of Planning & Development**

STP Project Update – Administrator Akande provided an update that the grant application submitted for Manchester Road had been denied. Staff met with representatives who clarified deficiencies within the application. MoDOT was originally (2013 submission) a partner willing to contribute up to \$1M but this year they have had financial difficulty and are unable to hold this commitment. In order for the city to move forward, the city was willing to bare the greater cost of the local share (20% - the federal match is 80%). EastWest Gateway suggested that the application is separated into 3 phases to keep the costs under \$1.3M with hopes of a better chance of approval. With MoDOT being unable to contribute the cost was \$1.3M (federal) and \$337,000 (local). The city was also informed that submitting the pavement condition rating may have improved the city's score and cost efficiency rating. The application fee of \$6,742 will be reimbursed to the city. At the public works committee meeting it was recommended that the city begin working on the application for the next grant round.

Alderwoman Saunders requested an update of the inclusion of the stop sign at McKnight. A brief discussion was held and Mayor Thornton clarified that he made the request that it be researched and after learning of the discussions he considered the matter closed; it is believed that the city of Brentwood does own that side of McKnight and the stop sign but no changes will be made anytime soon.

Alderwoman Saunders made a motion to approve the recommendation of the public works committee to apply for the STP grant for Manchester Road (which may include a cost of (\$2,000-\$4,000). Motion seconded by Alderman Plufka. **VOICE VOTE TAKEN:** 7 – yes; Alderman Leahy – no; **MOTION PASSED.**

#### **Ways and Means Committee**

There was no report; February 10, 2015 and March 10, 2015 committee meeting minutes were available for review. The next scheduled meeting is June 9<sup>th</sup>. Alderman Kramer commented that it was his honor to serve and the committee chair and to work with the other committee members.

**City Attorney Albrecht** had no report.

#### **City Clerk/Administrator**

**Other Post-Employment Benefits (OPEB) Actuarial Valuation Services Report;** Director Jarvis reported that Schowalter and Jabouri conducted the audit of 2012 and recommended that city begin having the OPEB actuarial valuations in accordance with GASB 45 standards.

In the past the city had not done this but does have post-employment benefits that are offered to retirees. The RFP process was conducted and Menard Consulting was selected. Menard has now submitted the required report, of which has been submitted to Ways and Means who has recommended the board accept. Alderman Slusser made a motion to accept the other post-employment benefits actuary valuation report. Motion seconded by Alderwoman Saunders. Unanimous vote in favor taken; **MOTION PASSED.**

**Request for Financial Assistance – EMS Billing Write Off (Non-Resident);** Administrator Akande announced that this individual was transported from the doctors office to the hospital, no insurance, part-time employment and is unable to pay out of pocket expenses. Financial assistance was requested in paying the \$657 ambulance bill. The Ways and Means committee made a motion to advise the patient to contact the billing agency to work out a payment plan.

**Request for Ambulance Billing Settlement (Non-Resident);** Administrator Akande announced the request for a settlement amount of \$367.50 by a non-resident. Ways and Means made a motion to accept the reduced amount from the patient's attorney (Guirl Law Firm). Alderwoman Saunders made a motion to accept the settlement offer recommended. Motion seconded by Alderman Slusser. **VOICE VOTE TAKEN:** 7 – yes; Alderman Leahy – no; **MOTION PASSED.**

**Excise Commissioner Report**

None

**Library,** there was no report.

**Municipal League,** there was no report.

**Historical Society,** there was no report.

**Closed Meeting**

None

**UNFINISHED BUSINESS**

**None**

**NEW BUSINESS**

Alderman Leahy announced the Ward 3 meeting on Tuesday, May 26<sup>th</sup> at 7pm; all are welcomed.

Alderwoman Saunders suggested scheduling a working meeting to address compensation.

Mayor Thornton reminded the Aldermen of the need to complete NIMS testing.

**HEARING OF ANY MATTER OF PUBLIC INTEREST UPON REQUEST OF ANY PERSON PRESENT**

**Tom Shipley 31 York Drive,** reiterated support of maintaining the stop sign at McKnight. He recognized the mayor for following up on citizen concerns and understanding the overall issue and dropping it.

**Denise Soebbing 2312 Porter**, offered comments of Manchester Road – she reiterated a proposal that a city representative contact area business owners and ask them to clean up their areas a little better because maintenance and clean up will make the area more attractive.

**Mark Wilson Hatton**, expressed appreciation to Alderman Kramer for his diligence of Brentwood Blvd maintenance and congratulated the new committee appointees.

**Aldermanic Response**  
**None**

**ADJOURNMENT**

Motion was made by Alderman Leahy and seconded by Alderwoman Saunders to adjourn the meeting at 10:05pm. Unanimous vote in favor taken; **MOTION PASSED.**

**Approved on the 20<sup>th</sup> day of July, 2015.**

Attest:

\_\_\_\_\_  
Chris Thornton, Mayor

\_\_\_\_\_  
Bola Akande, City Clerk/Administrator