

**MINUTES  
PARK HILLS COUNCIL MEETING  
REGULAR SESSION  
DECEMBER 8, 2015**

The Park Hills City Council met in regular session Tuesday, December 8, 2015, at the Park Hills Council Chambers. Mayor Easter called the meeting to order at 7:06 p.m. The invocation was given by Councilman Reed. Mayor Easter led everyone in the Pledge of Allegiance. The following members were found to be present on roll call: Councilman Steve Sutton, Councilman Larry LaChance, Councilman Tom Reed, Councilwoman Charlotte House, Councilman Larry Kelly, Councilman Charles Politte and Mayor David Easter. Absent were Councilman Jeff Cunningham and Councilwoman Sara Cruse.

Also present were City Administrator Matt Whitwell, Economic Development Director Norm Lucas, Community Development Director Josh Hankins, City Attorney Ed Pultz, Fire Chief Jackie Wagganer and City Clerk Terri Richardson.

**PUBLIC HEARING AND ACTION THEREON**

None

**VISITORS AND DELEGATIONS**

Lee Butcher of 400 West Fite Street addressed the Council by reading a prepared statement that expressed his frustration with the lack of code enforcement (in his opinion) towards a business located on Morice Street that sets items for sale on the outside of the business. Butcher had submitted highlighted portions of the municipal code that he felt were being violated and stated his embarrassment over the general appearance of the west side of Park Hills (formerly Elvins). Butcher further stated that he "made several futile attempts to get this matter addressed" with Council members, City Hall complaints, speaking with both the Community Development Director and the City Administrator but to no avail.

Mayor Easter thanked Mr. Butcher for his statement and then allowed City Administrator Matt Whitwell to comment. Whitwell stated that he and other staff have responded to Mr. Butcher's complaints and believe that he has a misinterpretation of the code. Whitwell further explained that the area at that particular business looks to be private property and not a public sidewalk and that practice did not appear to be obstructing foot traffic.

Mayor Easter informed Mr. Butcher that the City Council and staff would take a deeper look at the code and the complaint for further assessment.

## MINUTES

Councilwoman House made a motion, seconded by Councilman Reed to approve the minutes of November 10, 2015, as presented. *The motion carried with all in favor on voice vote.*

## CITY ADMINISTRATOR'S REPORT

### A. Parks and Recreation:

- Christmas Parade went well ending at the Sports Complex – Mayor will explain more in his Discussion
- Pool building roof replacement has been completed
- Clearing for the Disc Golf Course
- Will need to bid for the concessions in January again
- Parks Department will deliver meals for Nutrition Center during inclement weather as in past years

### B. Public Works Update:

- Holiday Decorations and tree have been installed
- Repaired a street failure at a drainage ditch on Hickory
- Cleaning out ditches throughout the City
- Working on concrete and drainage at Coffman Street and TJ Stewart
- Made repairs and maintenance on equipment and facilities
- Will re-advertise for the open mechanic position. Received no internal applicants and only two external

### C. Utilities:

- Repaired a main break on St Joe Drive
- Much needed maintenance has been made on several pieces of equipment
- Repaired roof of shed at water plant

### D. Other

- November / December Calendar of Events
  - Handout
- Election Filing Dates
  - December 15, 2015 at 8am through January 19, 2016 at 5pm
  - Jeff Cunningham, Sara Cruse, Charlotte House, and Charlie Politte's seats are up
- Holiday Decorating Contest
  - Judging runs from Monday December 14<sup>th</sup> through Friday December 18<sup>th</sup>
  - Winners should be submitted to City Hall no later than noon on December 21<sup>st</sup>
- Outdoor Warning System Update

- MAC unit was repaired for sounding but rotor is not working a new rotor was ordered
- Hefner Unit was repaired
- All remaining units are sounding but have some minor issues that still need to be corrected to have fully functional units
- Whelan will return next week to make more repairs with parts that were ordered
- Business Update
  - There are new owners for Flat River Building (RP Lumber), Rosener's Motel, and the restaurant formerly known as Charbaneau's will open by owners of the Coffee Grill
  - Request from Midwest Pawn regarding parking and possibly opening the fence. This would also allow two rows of angle parking and a one-way toward Rinke. We could also install a No Left Turn where the fence is currently to help flow any traffic back toward Main and Science Street
  - My stepdaughter Nicole has joined the Air Force and is leaving for basic training soon. Now we have three kids in the military.
- January Work Session
  - Sound Ordinance
  - Fire Department Items including Logo for new truck and updates on equipment
  - Welcome to Park Hills Monument designs
  - Court report code changes and Failure to Appear code updates to mirror state statutes
  - Lastly, some good news regarding sales tax. Up this month again, nearly 8.5% for the year to date numbers and up 26% over last December

## **MAYOR'S DISCUSSION**

Mayor Easter mentioned a visitor to his store from Maryland that turned out to be an inspector, unbeknownst to him, from the order source he uses and was followed up with a letter giving his store a good rating.

The Mayor further announced that, by unanimous vote, Tammi Coleman received a bonus and a raise from the Leadington-Park Hills Chamber of Commerce. He thanked Coleman, several City laborers and staff, as well as, several Council Members for support and assistance with a successful Christmas Parade and food drive. Easter said that the COC discussed some changes and improvements for next year's event and will coordinate these changes with the City during the coming months. The Chamber of Commerce also discussed the possibility of constructing a new building to house the COC and other activities throughout the community.

## COUNCIL DISCUSSION

*Councilman Reed* asked for an update on the engineering of the East Main paving project. Whitwell responded that staff had met with representatives and are moving forward with the design and securing local sub contractors. Once the clearances are done, it will be ready for bidding in January or February and hoping to start the project in March or early April. *Reed* also asked about the status of the new Fire Truck. Whitwell said it has been ordered and delivery is tentative for July 2016. *Reed* says that a street light needs replaced at Rinke and Franklin Streets. *Reed* also thanked all the employees that were involved in assisting with the Christmas Parade, stating he appreciated the effort and time and enjoyed the event. On one last note, *Reed* also asked that the pegs inside the old horseshoe building be removed.

*Councilman Sutton* said he was contacted by the owner of Midwest Pawn and asked if the Council would address the sunken areas of the parking lot. Whitwell positively responded that it will get corrected.

## UNFINISHED BUSINESS

**Consideration of a possible proposal to have CMT provide cost estimate of Flat River bank stabilization** was presented by Economic Development Director Norman Lucas. After Councilman Kelly mentioned that CMT had worked well on previous projects and has knowledge of the area, Councilwoman House made a motion, seconded by Councilman Politte to direct staff to draft a proposal to have Crawford, Murphy and Tilley provide a cost estimate of Flat River bank stabilization. *The motion carried with all in favor on voice vote.*

**Bill #1165 – An ordinance providing for the submission of a proposal to continue application and collection of the local sales tax on the titling of motor vehicles, trailers, boats and outboard motors that were purchased from a source other than a licensed Missouri dealer to the qualified voters of the City for their approval at the municipal election to be held on Tuesday, April 5, 2016.**

After a detailed explanation of this bill by City Attorney Ed Pultz, Mayor Easter read Bill #1165 two times by title. Councilman Kelly made a motion, seconded by Councilman Politte to approve Bill #1165 as presented. Roll call was as follows:

Councilman Steve Sutton	Yes
Councilman Larry LaChance	Yes
Councilman Tom Reed	Yes
Councilwoman Charlotte House	Yes
Councilman Larry Kelly	Yes
Councilman Charles Politte	Yes

*The motion carried with a vote of 6-0.*

**NEW BUSINESS**

**Bill #1164 – An Ordinance regarding filing for election**

City Attorney Ed Pultz explained that this bill will have the Council decide if the City Clerk is to accept a declaration of candidacy with or without the copy of DOR form 5120. Mayor Easter read Bill #1164 two times by title. Councilman Reed made a motion, seconded by Councilman Kelly to amend Bill #1164, Section 1 (E) to add the words “shall not be required to” in the last line between the words “and” and “include” so the last line reads “and shall not be required to include a copy of the affidavit with the declaration of candidacy”. *The motion carried with all in favor on voice vote.* Councilman Kelly made a motion, seconded by Councilman Reed to approve Bill #1164 as amended. Roll call was as follows:

Councilman Steve Sutton	Yes
Councilman Larry LaChance	Yes
Councilman Tom Reed	Yes
Councilwoman Charlotte House	Yes
Councilman Larry Kelly	Yes
Councilman Charles Politte	Yes

*The motion carried with a vote of 6-0.*

**Authorization to reinvest a general reserve certificate of deposit**

After examining rates provided, Councilman Politte made a motion, seconded by Councilman Sutton to authorize the reinvestment of the general reserve certificate of deposit in the amount of \$200,000 with a Belgrade State bank for 18 months at a rate of 1.0% as quoted. Roll call was as follows:

Councilman Steve Sutton	Yes
Councilman Larry LaChance	Yes
Councilman Tom Reed	Yes
Councilwoman Charlotte House	Yes
Councilman Larry Kelly	Yes
Councilman Charles Politte	Yes

*The motion carried with a vote of 6-0.*

**\*\*Note\*\*** Upon examination, City Treasurer found that this C.D. was inadvertently listed as maturing December 4, 2015, however, actual maturity date is December 4, 2016. This C.D. will remain as-is until actual maturity.

**Bill #1163 – An Ordinance authorizing the Mayor to execute an agreement for the purchase of fourteen (14) SCBA units with additional components**

Community Development Director Josh Hankins explained the bidding process, the Fire Chief's recommendations and the justification for choosing Sentinel Emergency Solutions. Mayor Easter read Bill #1163 two times by title. Councilwoman House made a motion, seconded by Councilman Reed to approve Bill #1163 as presented. Roll call was as follows:

Councilman Steve Sutton	Yes
Councilman Larry LaChance	Yes
Councilman Tom Reed	Yes
Councilwoman Charlotte House	Yes
Councilman Larry Kelly	Yes
Councilman Charles Politte	Yes

*The motion carried with a vote of 6-0.*

**Request of proposals for a feasibility study for potential hotel development** was presented by Norm Lucas. Councilwoman House asked about approximate cost and Lucas responded approximately \$7,000. After some discussion about the potential development site for lodging within TIF #2, Councilwoman House made a motion, seconded by Councilman LaChance, to authorize staff to distribute a request for proposals for a feasibility study related to potential hotel development in TIF #2. Roll call was as follows:

Councilman Steve Sutton	Yes
Councilman Larry LaChance	Yes
Councilman Tom Reed	Yes
Councilwoman Charlotte House	Yes
Councilman Larry Kelly	Yes
Councilman Charles Politte	Yes

*The motion carried with a vote of 6-0.*

**CITY ATTORNEY'S REPORT:**

No report.

**ADJOURNMENT AND RECONVENING IN EXECUTIVE SESSION**

Councilman Kelly made a motion, seconded by Councilman LaChance to adjourn regular session and reconvene in executive session to discuss matters related to legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys as authorized by Section 610.021 (1) RSMo., and matters related to hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information

about the employee is discussed or recorded as authorized by Section 610.021 (3) RSMo. Roll call was as follows:

Councilman Steve Sutton	Yes
Councilman Larry LaChance	Yes
Councilman Tom Reed	Yes
Councilwoman Charlotte House	Yes
Councilman Larry Kelly	Yes
Councilman Charles Politte	Yes

*The motion carried with a vote of 6-0.*

Regular session adjourned at 8:15 p.m. with Mayor Easter declaring a ten minute recess.

#### RECOVERING AND ADJOURNMENT

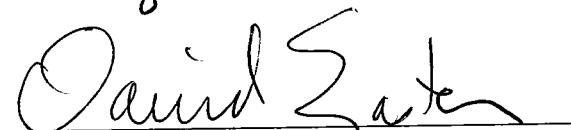
Councilman Reed made a motion to adjourn the meeting, seconded by Councilwoman House. *The motion passed with all in favor on voice vote.* The meeting adjourned at 9:17 p.m.



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Terri Richardson, City Clerk

APPROVED by City Council on this 12<sup>th</sup> day of January, 2016.



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David Easter, Mayor