

**MINUTES
PARK HILLS COUNCIL MEETING
REGULAR SESSION
DECEMBER 13, 2016**

The Park Hills City Council met in regular session Tuesday, December 13, 2016, at the Park Hills Council Chambers. Mayor Easter called the meeting to order at 6:05 p.m. Mayor Easter called for thirty seconds of silence to honor the recently passed Kelly Valle and then led everyone in the Pledge of Allegiance. The following members were found to be present on roll call: Councilman Michael Adam Bowers, Councilman Larry LaChance, Councilwoman Sara Cruse, Councilman Tom Reed, Councilwoman Charlotte House, Councilman Larry Kelly and Mayor David Easter. Councilman Steve Sutton and Councilman Charles Politte were absent.

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

Mayor Easter asked for a motion to move Item (d) under New Business to the **VISITORS & DELEGATIONS**. Councilman Bowers made a motion to amend the agenda as per the request, seconded by Councilwoman House and *the motion carried with all in favor on voice vote.*

PUBLIC HEARING

Mayor Easter called the Public Hearing to order to gather public comment on the proposed annexation of property located at 1312 Jennings Road into the City limits as requested by Robert and Patricia Dunham. Community Development Director Josh Hankins informed the Council that all criteria were met. There was no public comment made and the Mayor closed the public hearing at 6:09 p.m.

VISITORS & DELEGATIONS

Proclamation: Councilman Kelly made a motion, seconded by Councilman Bowers to adopt the proclamation as presented by Mayor Easter recognizing the public service and leadership of the late Kelly Valle. *The motion carried with all in favor.* Mayor Easter presented the framed proclamation to Douglas Anderson and Bryant Daugherty, members of the Valle family.

MINUTES

Councilwoman House made a motion, seconded by Councilman LaChance to approve the minutes of November 15, 2016, as presented. *The motion carried with all in favor on voice vote.*

CITY ADMINISTRATOR'S REPORT

A. Parks and Recreation:

- Have been working on removing vegetation and trimming trees at the Disc Golf Course

- Parks Department will deliver meals for Nutrition Center during inclement weather as in past years

B. Public Works Update:

- Holiday Decorations have been installed
- Continuing to install concrete Tee Pads for Disc Golf Course
- Replaced a failed storm water pipe near Front Street and Buckner
- Unlimited trash pickup December 27-30, 2016
- Will be trimming trees and continue preparing for winter weather

C. Utilities:

- Continuing to repair service lines and street cuts
- Continuing to winterize facilities and equipment
- Finishing repairs made on waterlines
- Variable Speed Controls have been installed on Davis Tank booster pump

D. Other

- Handout - 2017 Bulk pickup schedule
- Continuing to work on the Code Review and particularly the Offenses Chapter of the Municipal Code. The police department, City Attorney, and myself are reviewing the changes at this time
- Election filing dates – Opened Today, December 13, 2016 at 8am through January 17, 2017 at 5pm—Mayor , Tom Reed, Steve Sutton, Larry LaChance and Larry Kelly's seats are up
- Holiday decorating contest - Judging runs from Monday December 12th through Friday December 16th – Please let Terri know winners either 19th or early on the 20th
- Playground Equipment update for Columbia Park
- St. Joe UPRR crossing bridge replacement is updated at this time to begin on December 19th, this is the “latest word.”
- Hams and Turkeys will be distributed at the Holiday Luncheon on Thursday, please let Terri know if you will be picking them up or if they need to be delivered. We do not have a refrigerated place to store them if they are not picked up or delivered

MAYOR'S DISCUSSION

Mayor Easter noted two new businesses opened in Park Hills, Mid-America Restoration at 3201 Pipkin Road and the Beauty College at 12 South Coffman Street. The Mayor also mentioned the opening and ribbon cutting he attended for the Sgt. Darrel S. Cole Memorial Shooting Range.

COUNCIL DISCUSSION

Councilman Kelly asked if staff could obtain an estimate from Ameren Missouri for possibly moving or relocating a street light pole, in particular, the one on Buckley near Taylor Avenue. Kelly felt that

the area around 900 Taylor would be better served by the light if it were moved closer to Taylor Avenue. Whitwell responded that staff will check on it.

Councilman LaChance asked if staff could check a building on River Street that has begun to deteriorate, roof folding in, doors open. Whitwell said he would direct staff to secure it and proceed with assessment. *LaChance* also asked if a street light could be added to Allen Street at Flat River Drive before Emerson Street. Whitwell said staff will assess.

Councilman Bowers also asked about the block building and then two doors up on Reuter Street there is also an abandoned house with open doors. Whitwell said staff will check on it. *Bowers* also wanted to thank those involved with the Christmas Parade.

Councilwoman Cruse said that there was an extremely dark area in the cul-de-sac of Edwards Lane that residents had asked her to address. Whitwell said staff will see if it's feasible for a street light. *Cruse* also said that she was aware of the area on Allen near Emerson in need of lighting as mentioned by Councilman LaChance.

UNFINISHED BUSINESS

Bill #1205 – An ordinance annexing property into the City of Park Hills located at 4773 Flat River Road as requested by Gary and Clara Busenbark.

Mayor Easter read Bill #1205 two times by title. Councilman Reed made a motion, seconded by Councilwoman Cruse to approve Bill #1205 as presented. Roll call was as follows:

Councilman Kelly	Yes
Councilwoman House	Yes
Councilman Reed	Yes
Councilman Bowers	Yes
Councilman LaChance	Yes
Councilwoman Cruse	Yes

The motion carried with a vote of 6-0.

Bill #1206– An ordinance authorizing the Mayor to execute an agreement with Scism Ford for the purchase of a 2017 F-250 XL 4x4 truck.

Mayor Easter read Bill #1206 two times by title. Councilman Kelly made a motion, seconded by Councilwoman Cruse to approve Bill #1206 as presented. Roll call was as follows:

Councilman Bowers	Yes
Councilman LaChance	Yes
Councilwoman Cruse	Yes
Councilman Reed	Yes
Councilwoman House	Yes
Councilman Kelly	Yes

The motion carried with a vote of 6-0.

Bill #1207– An ordinance authorizing the Mayor to execute an agreement with Scism Ford for the purchase of a 2017 F-350 XL 4x4 truck.

Mayor Easter read Bill #1207 two times by title. Councilwoman House made a motion, seconded by Councilman LaChance to approve Bill #1207 as presented. Roll call was as follows:

Councilman Bowers	Yes
Councilman LaChance	Yes
Councilwoman Cruse	Yes
Councilman Reed	Yes
Councilwoman House	Yes
Councilman Kelly	Yes

The motion carried with a vote of 6-0.

NEW BUSINESS

Reinvestment of general reserve certificate of deposit

After a brief discussion, Councilman Reed made a motion, seconded by Councilwoman House to reinvest \$200,000 of General Reserve funds at the highest possible rate available with a local banking institution for a term of 18 months. Roll call was as follows:

Councilwoman Cruse	Yes
Councilman LaChance	Yes
Councilman Bowers	Yes
Councilman Reed	Yes
Councilwoman House	Yes
Councilman Kelly	Yes

The motion carried with a vote of 6-0.

Set a Public Hearing for special use permit request from Universal Fitness

Hankins presented a request from Kristal Jones, Owner of Universal Fitness, to relocate her business of a private club to 507 Dix Avenue as per a special use permit. This request was approved by the Planning and Zoning Commission on November 30, 2016. Staff is asking for a public hearing to be set to gather public input for the special use permit.

Councilwoman House made a motion, seconded by Councilwoman Cruse to set a public hearing for January 10, 2017, at 6:00 p.m. *The motion carried with all in favor.*

Approval of bid specifications for a 4x4 1 ton dump truck

Councilman Kelly asked if the bid specs could indicate that the vehicle is gasoline powered. Hankins indicated that he could comply. Councilman Reed made a motion, seconded by Councilman LaChance to approve the specifications for bid of a 1 ton 4x4 dump truck for advertising with the change specified. *The motion carried with all in favor voice vote.*

Hankins updated the Council on three properties slated for teardown soon as 801 Tyler, 3 Norwine, and 11 Wood.

Approval of Senior Citizen's Aid Association board members

Councilman Kelly made a motion, seconded by Councilwoman House to approve Jo Eaton and Stella Keen to re-appointment to two-year terms expiring December 31, 2018. *The motion carried with all in favor on voice vote.*

Approval of I.D.A. board member for vacated seat

Councilman Bowers made a motion, seconded by Councilwoman House to approve Lance Sechrest to fill the remainder of a vacated term to expire in August 2017 as prescribed by the Industrial Development Authority bylaws. *The motion carried with all in favor on voice vote.*

Approval of Municipal Judge Appointment for a 1-year term

James Joyce requested by letter re-appointment to his term as Municipal Judge beginning January 1, 2017 and expiring December 31, 2017. Councilman Bowers made a motion, seconded by Councilwoman Cruse to approve the re-appointment of James Joyce as Municipal Judge for a term on one year. *The motion carried with all in favor on voice vote.*

Resolution #170 – Applying for a federal award for 2016 with Delta Regional Authority:

Councilman Reed made a motion, seconded by Councilman Bowers to designate and appoint Matthew Whitwell to perform all duties and administration of DRA grant award MO-50525. *The motion carried with all in favor on voice vote.*

Councilman Reed made a motion, seconded by Councilwoman Cruse to provide additional funds in the amount of \$13,000. Roll call was as follows:

Councilman Kelly	Yes
Councilwoman House	Yes
Councilman Reed	Yes
Councilman Bowers	Yes
Councilman LaChance	Yes
Councilwoman Cruse	Yes

The motion carried with a vote of 6-0.

Councilwoman House made a motion, seconded by Councilman Bowers to make an in-kind contribution of construction with a fair market value of \$11,000. Roll call was as follows:

Councilman Bowers	Yes
Councilman LaChance	Yes
Councilwoman Cruse	Yes

Councilman Kelly	Yes
Councilwoman House	Yes
Councilman Reed	Yes

The motion carried with a vote of 6-0.

Councilman Bowers made a motion, seconded by Councilwoman Cruse that in the event of an administration change, the new Mayor shall continue to have authority under Resolution #170. *The motion carried with all in favor on voice vote.*

Resolution #170

Mayor Easter read Resolution #170 – Outlining all actions and duties dealing with the award of the DRA 2016 federal award program. Councilman Reed made a motion, seconded by Councilman Bowers to approve Resolution #170 as presented. Roll call was as follows:

Councilman Kelly	Yes
Councilwoman House	Yes
Councilman Reed	Yes
Councilman Bowers	Yes
Councilman LaChance	Yes
Councilwoman Cruse	Yes

The motion carried with a vote of 6-0.

Bill #1208 – An ordinance authorizing the Mayor to execute an agreement with Delta Regional Authority

Mayor Easter read Bill #1208 two times by title. Councilwoman House made a motion, seconded by Councilwoman Cruse to approve Bill #1208 as presented. Roll call was as follows:

Councilman Reed	Yes
Councilwoman House	Yes
Councilman Kelly	Yes
Councilwoman Cruse	Yes
Councilman LaChance	Yes
Councilman Bowers	Yes

The motion carried with a vote of 6-0.

CITY ATTORNEY'S REPORT:

None.

ADJOURNMENT INTO EXECUTIVE SESSION

Councilman Reed made a motion, seconded by Councilman Bowers to adjourn 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 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 Bowers	Yes
Councilman LaChance	Yes
Councilwoman Cruse	Yes
Councilman Kelly	Yes
Councilwoman House	Yes
Councilman Reed	Yes

The motion carried with a vote of 6-0.

The meeting adjourned at 7:01 p.m. with a short break.

RECONVENING AND ADJOURNMENT

The City Council reconvened in regular session. Councilman Bowers made a motion, seconded by Councilman Reed to adjourn. *The motion carried with all in favor on voice vote.* The meeting adjourned at 7:30 p.m.



Terri Richardson, City Clerk

Approved by City Council this 10th day of January, 2017.



David Easter, Mayor