

**MINUTES
PARK HILLS COUNCIL MEETING
REGULAR SESSION
SEPTEMBER 13, 2022**

The Park Hills City Council met in regular session Tuesday, September 13, 2022, at the Park Hills Council Chambers. Mayor Stacey Easter called the meeting to order at 6:00 p.m. The invocation was given by Councilman Carl Courtois and Mayor Stacey Easter led everyone in the Pledge of Allegiance. Roll call was as follows:

Councilman Brian Whitfield	Present
Councilwoman Spring Gray	Present
Councilman Alan Coleman	Present
Councilman Carl Courtois	Present
Councilman Adam Kell	Present
Councilwoman Cindi Penberthy	Absent
Councilman Steve Weinhold	Absent
Councilwoman Donna Dettmer	Present
Mayor Easter	Present

Also present were City Attorney Nathan Bollinger, Public Works Director Cody Govreau, Community Development Director Rachel St. Pierre, Senior Center Director Holly Buxton, Court Clerk Tracy Fisher, City Administrator Mark McFarland and City Clerk Terri Richardson.

VISTORS AND DELEGATIONS

Derek Hulsey and Tracy Fisher representing the Downtown Park Hills Association and the Park Hills Leadington Chamber of Commerce addressed the City Council to request street and parking lot closures, as well as assistance for several upcoming events which included Trunk 'n Treat, Christmas in our Hometown and the Christmas Parade. The request included December 1st – the municipal parking lot next to Rae Coles from 4:00 p.m. to 8:00 p.m. – December 2nd and 3rd – the municipal parking lot and upper West Main Street between Community and Coffman streets from 4:00 p.m. to 8:00 p.m., assistance with street closures and traffic for the Christmas Parade on December 2nd beginning at 5:00 p.m. and lastly, October 31st beginning at 4:00 p.m. the municipal parking lot and upper West Main Street between Community and Coffman Streets. He also asked on behalf of the Fire Department to close off Municipal Drive between West Main and Keith Streets on October 31st beginning at 5:00 p.m. Councilman Courtois made a motion, seconded by Councilman Kell to approve the street closures and authorize city assistance for events as presented. *The motion carried with all in favor and no one opposed on voice vote.*

MINUTES

Councilwoman Dettmer made a motion, seconded by Councilman Coleman to approve the minutes of August 9 and August 23, 2022, meetings as presented. *The motion carried with all in favor on voice vote.*

UNFINISHED BUSINESS:

None

NEW BUSINESS

Bill #1539- An Ordinance of the City of Park Hills, Missouri amending Section 500.040 “Permit Fees” of the Park Hills City Code. Mayor Easter read Bill #1539 two times by title. Councilman Whitfield made a motion, seconded by Councilwoman Dettmer to approve Bill #1539 as presented. Roll call was as follows:

Councilman Brian Whitfield	Yes
Councilwoman Spring Gray	Yes
Councilman Alan Coleman	Yes
Councilman Carl Courtois	No
Councilman Adam Kell	Yes
Councilwoman Cindi Penberthy	Absent
Councilwoman Donna Dettmer	Yes
Councilman Steve Weinhold	Absent

The motion carried with a vote of 5-1.

Bill #1540- An Ordinance of the City of Park Hills, Missouri, amending Chapter 150 “City Cemeteries”. Mayor Easter read Bill #1540 two times by title. Councilman Coleman made a motion, seconded by Councilwoman Dettmer to approve Bill #1540 as presented. Roll call was as follows:

Councilman Brian Whitfield	Yes
Councilwoman Spring Gray	Yes
Councilman Alan Coleman	Yes
Councilman Carl Courtois	Yes
Councilman Adam Kell	Yes
Councilwoman Cindi Penberthy	Absent
Councilwoman Donna Dettmer	Yes
Councilman Steve Weinhold	Absent

The motion carried with a vote of 6-0.

Bill #1541- An Ordinance of the City of Park Hills, Missouri, retaining Incite Design Studio as the City’s Architect for municipal swim facilities and authorizing the Mayor and City Administrator or their designated agents to enter into a contract for services. Mayor Easter read Bill #1541 two times by title. Councilwoman Dettmer made a motion, seconded by Councilman Courtois to approve Bill #1541as presented. Roll call was as follows:

Councilman Brian Whitfield	Yes
Councilwoman Spring Gray	Yes
Councilman Alan Coleman	Yes
Councilman Carl Courtois	Yes
Councilman Adam Kell	Yes
Councilwoman Cindi Penberthy	Absent
Councilwoman Donna Dettmer	Yes
Councilman Steve Weinhold	Absent

The motion carried with a vote of 6-0

Bill #1542- An Ordinance of the City of Park Hills, Missouri, authorizing the Mayor to execute an agreement for the purchase and build of a fire truck. Mayor Easter read Bill #1542 two times by title. Councilman Whitfield made a motion, seconded by Councilwoman Dettmer to approve Bill #1542 as presented. Roll call was as follows:

Councilman Brian Whitfield	Yes
Councilwoman Spring Gray	Yes
Councilman Alan Coleman	Yes
Councilman Carl Courtois	Yes
Councilman Adam Kell	No
Councilwoman Cindi Penberthy	Absent
Councilwoman Donna Dettmer	Yes
Councilman Steve Weinhold	Absent

The motion carried with a vote of 5-1.

Resolution #264 – A Resolution to apply for Federal Assistance from the Land and Water Conservation Program for the purpose of acquiring a grant to help fund the Columbia Park Aquatic Center. Mayor Easter read Resolution #264. Councilman Whitfield made a motion, seconded by Councilwoman Spring to approve Resolution #264 as presented. *The motion carried with all in favor on voice vote and no one opposed.*

BUDGET ITEMS

Consideration of approving minimum wage increase to \$12.00 per hour. Councilwoman Dettmer made a motion, seconded by Councilwoman Gray to approve minimum wage increase to \$12.00 per hour and make it effective with the October 1st fiscal year. *The motion carried on voice vote with all in favor and no one opposed.*

Consideration of recommendations from the Finance Committee for employee wage increases. Councilwoman Dettmer made a motion to approve a \$1.00 per hour wage increase across the board for all employees, except police officers who will receive a \$1.50 per hour wage increase upon approval for the 2022-2023 fiscal year. Councilwoman Gray seconded the motion. *The motion carried on voice vote with five in favor and one opposed (Councilman Kell-opposed).*

Consideration of recommendations from the Finance Committee for health insurance rates for employees. Although the plan to accept the increase and change to a level funded plan with Alstate Insurance was approved at the last council meeting, there was still a question about how much of the plan would be covered by the City. Councilwoman Dettmer made a motion, seconded by Councilman Courtois, to approve the recommendation of the Finance Committee of the City paying 80% and the employee paying 20% of all tiers. *The motion carried with all in favor and no one opposed on voice vote.*

Review of the draft budget for 2022-2023 as recommended by the Finance Committee. City Administrator Mark McFarland commented to the City Council that there is a need to increase General revenues to be able to fund the general department expenditures as is evident in the draft. He asked the Council to consider placing the use tax back on the ballot and to continue to explore new avenues. Mayor Easter encouraged all members to ask questions and state any concerns they have over this budget draft as it is close to what will be brought before them for approval and passage at the next meeting. Councilman Coleman asked about the LAGERS money and Mayor Easter stated that it is in investment reserves currently and could be tapped if needed. No other comments were made and no action was taken.

Department Director Report – Holly Buxton, Senior Center Director, addressed the City Council with a report about the increase of meals served over the years. She became the director in 2000 and the center was serving 97 meals on wheels per day. Today, the center is serving 242 meals to homebound people and approximately 65-70 meals to curbside or walk-ins per day. She stated that this is more than any other area center and they run two large routes in Park Hills, one in Desloge, one in Leadwood and one in Leadington every day, thanks to volunteers who make deliveries possible. Buxton said that besides cooking 300 meals a day, her staff also uses Oliver trays to make frozen meals so there is literally no food going to waste. These frozen meals are delivered to Medicaid clients for week end meals or as an extra meal when bad weather is expected and deliveries may not be possible, and volunteers can leave a frozen meal along with the delivery a hot meal in that case. Buxton encouraged all members to come and have a meal at the center and possibly participate in the crafts or local entertainment. If you are over 50 years old, they have a suggested donation of \$5 and if you are 60 or older, the cost is \$3. The center receives tax money from the county, donations from united way and the City of Desloge, and donations from client's families, as well as, reimbursement from SEMO AAA and Medicaid. Another way they receive money is through fundraising which led her to talk about the upcoming Cruisin' For A Cause event on October 1st. Buxton said there will be food trucks and vendors, contests, a car show, Music with live bands, and will conclude with fireworks and a cruise through town towards the "haunted" Columbia Park. On that note, Buxton asked the Council to close West Main Street for the event (Science to Community Drive) and the first blocks of North and South Coffman, leaving the alleyways behind both open for travel around town. This would also close both municipal parking lots in that area to be used for the event. Buxton furthered her request asking for permission to set off the fireworks and to be allowed to collect at the intersection during the cruise portion for donations. She asked that the Parks Department be allowed to set off the fireworks and assist with street closing. Councilman Courtois made a motion, seconded by Councilman Kell to grant permissions as requested. *The motion carried with all in favor on voice vote and no one opposed.*

Committee Reports:

Selection Committee – Chairman Adam Kell – No report.

Community Development, Code Enforcement, Ordinance Committee – Chairman Alan Coleman – No report.

Administration, Personnel, Finance, ARPA Funds Committee – Chairman Carl Courtois

Courtois reported that his committee met twice in September to discuss budget items and ARPA list. Most of the budget items were addressed earlier in this meeting. The ARPA list was shaping up with the fire truck purchase of \$330,000, the Flock Cameras of \$42,800 and the Water Building which is still waiting on bids but will come in higher than the anticipated \$750,000.

Public Works, Utilities Committee – Chairman Adam Kell – No report.

Public Safety Committee – Chairman Brian Whitfield – Whitfield congratulated the Fire Department on getting approval for the new fire truck purchase.

Parks, Library, Senior Center Committee – Donna Dettmer – No report.

CITY ADMINISTRATOR'S REPORT

City Administrator Mark McFarland gave a brief update on the pool and on the grant, stating he is working with Margaret Yates at Southeast Missouri Regional Planning Commission to gather all the necessary information and documentation to apply for the grant that, if awarded to us, will help with the aquatic center. McFarland

said it is a \$500,000 matching grant and will be available for two years so we may apply again next year. McFarland stated that he was gathering letters of support from senators and congressmen as part of the grant process.

McFarland stated that Greg McWilliams has asked for permission to install signage for the Gibson Cemetery in the area of Trail Ridge and Hovis Farm. Cody Govreau, Public Works Director, spoke up to say they could assist with installation if necessary and it is his understanding that McWilliams plans to purchase the signs which are 18" x 12", but if the Council is okay with it, he will coordinate the process with McWilliams.

CITY COUNCIL DISCUSSION

Councilman Kell asked if the owners of the old glass factory could be contacted about the high weeds and grass as it needs to be cut again.

Councilman Coleman asked if staff would contact MODOT about mowing the area along Parkway Drive as it has become a hazardous site issue due to overgrowth.

MAYOR'S DISCUSSION

No report.

CITY ATTORNEY'S REPORT

No report.

ADJOURNMENT TO EXECUTIVE SESSION

Councilman Whitfield made a motion, seconded by Councilman Kell to adjourn to executive session as requested by Mayor Easter to discuss matters pertaining to:

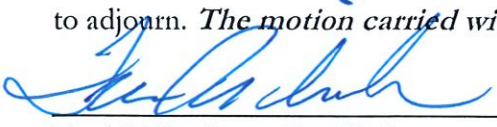
- (a) legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys as authorized by Section 610.021 (1) RSMo.
- (b) leasing, purchase, or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore as authorize by Section 610.021 (2) RSMo.
- (c) 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 Brian Whitfield	Yes
Councilwoman Spring Gray	Yes
Councilman Alan Coleman	Yes
Councilman Carl Courtois	Yes
Councilman Adam Kell	Yes
Councilwoman Cindi Penberthy	Absent
Councilman Steve Weinhold	Absent
Councilwoman Donna Dettmer	Yes

The motion carried with a vote of 6-0. The meeting adjourned at 7:07 p.m.

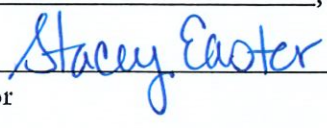
ADJOURNMENT

The City Council reconvened in regular session. Councilman Kell made a motion, seconded by Councilman Coleman to adjourn. *The motion carried with all in favor and the meeting adjourned at 7:57 p.m.*



Terri Richardson, City Clerk

Approved by City Council this 11th day of October, 2022.



Mayor

