

**SAVANNAH CITY COUNCIL
TUESDAY, SEPTEMBER 25, 2012
CLASBEY CENTER – COUNCIL CHAMBERS
TWO MEETINGS: EXECUTIVE SESSION 6:30 TO 7 P.M.;
REGULAR MEETING STARTED AT 7 P.M.**

**EXECUTIVE SESSION
OPEN MINUTES**

Mayor Dave Ingersoll presiding.

Council members present: Don Dillman, John Parker, Joy Thompson and Vernon Townsend. Mayor Dave Ingersoll, City Administrator Jill Cornett, City Attorney Ron Holliday, and City Clerk Beth Kar were present. The meeting notice was posted at City Hall on September 20, 2012. The meeting was not audio recorded.

Mayor Ingersoll started the meeting in Closed Session for Personnel 610.021 (3) as was posted on the agenda.

EXECUTIVE SESSION 610.021(3) PERSONNEL

During Closed Session:

Joy Thompson motioned to approve the City Administrator Jill Cornett's personnel proposals including:

- Move Wastewater Plant Operator Dellie Dunn and Water Plant Operator Mike Quirk from part time to full time as of 10/1/12 with the normal 6 month review, to obtain their certifications and to maintain the licenses as long as work for the City. Starting pay: Quirk: \$31,000; Dunn: \$23,000.
- There will not be a separate superintendent at the Water and Wastewater Plant but instead a Supervisor over both combined plants. Water Superintendent Dale Watson was made Utility Director. No pay rate increase.
- Wastewater Superintendent Jason Long was made the Assistant Utility Director. Pay increase from \$42,811 to \$44,000/year.

John Parker seconded with the addition of leaving a Wastewater Operator position in the vacant spot at \$31,000. Vote: Thompson: aye; Parker: aye; Townsend: aye; Dillman: aye. Motion carried.

Vernon Townsend motioned to go back into open session. Joy Thompson seconded. Motion carried on 4 yes votes.

**SAVANNAH CITY COUNCIL
TUESDAY, SEPTEMBER 25, 2012
REGULAR SESSION
PROCEEDINGS
CLASBEY CENTER – COUNCIL CHAMBERS
7 P.M.**

Mayor Dave Ingersoll presiding.

Pledge of Allegiance was recited.

Council members present: Don Dillman, John Parker, Joy Thompson and Vernon Townsend. Mayor Dave Ingersoll, City Administrator Jill Cornett, City Attorney Ron Holliday, Chief of Police David Vincent, Director of Public Works Kenny Lance, and City Clerk Beth Kar were present. The 7 p.m. meeting was audio recorded.

Approval of Agenda

Don Dillman motioned to approve the agenda as posted. Vernon Townsend seconded. Motion carried on 4 yes votes.

Minutes – September 4, 2012

Vernon Townsend motioned to approve the minutes of September 4, 2012 as submitted. Don Dillman seconded. Motion carried on 4 yes votes.

Public Testimony

No public testimony.

Mayor's report

Mayor Dave Ingersoll reported meeting with the MPO (Metropolitan Planning Organization) in St. Joseph. The good news is that there is still federal tax money that may be available to the City. 6th Street and Swenson are still on MPO's improvements list. Federal highway funds are available to help pay for construction with a state/city match of 80%/20%. No expiration was mentioned on the funds. Each street qualifies as a major artery or corridor making it available for federal monies. Vernon Townsend asked the City Administrator Jill Cornett to look into obtaining those funds. Cornett and Public Works employee Tim Spoonemore will be attending the next MPO meeting and requesting to pursue the funds.

Ingersoll also received a customer complaint about a water leak. The person started out the complaint with the comment that the City knew there was a leak and didn't inform them. Ingersoll reminded everyone that the City's computer software system is not set up to send notifications of water leaks. The City staff has to look at each individual customer's account for water usage to check for a leak. There is the potential to purchase the capability to receive notifications on leaks. If a customer receives a bill that looks abnormal, call City Hall to check for a leak. The City does not monitor everyone's bill but will help where it can.

Resignation: Rob Wilson, Wastewater Plant -- Vernon Townsend motioned to approve the resignation of Rob Wilson from the Wastewater Plant. Don Dillman seconded. Motion carried on 4 yes votes.

Police Chief's Report

Chief of Police David Vincent reported that at the last meeting Council discussed measures on the safety for City Hall employees. Vincent checked with Haug Communications on a radio button that would call directly to the county dispatcher. The dispatcher button would require installation of a separate phone line. However, Haug could set up a button for the City's radios where a toner would go off on the city's frequency where anyone with a city radio would hear it. This toner would be less expense than a separate phone line. Haug is researching options and will follow up with the City. For the toner, the City may need to get a new radio at City Hall.

Vincent also reported that Sgt Josh Smith is attending conference next week. The police department ordered new uniforms for all of the officers. They are in the process of obtaining new patches for the uniforms. Vincent had a tour of the new Andrew County Jail today. The new facility will benefit the safety of City officers as well as County. They can drive their vehicles into the bay when they have suspects in the vehicle. There is a rumor of a murder in Savannah; it is not true. There was a death but it was not suspicious. Some of the circumstances had the family asking questions but the coroner ruled the death was not foul play.

Vernon Townsend motioned to approve the Police Chief's report. John Parker seconded. Motion carried on 4 yes votes.

City Administrator's Report

City Administrator Jill Cornett reported:

REBID E. MAIN STREET -- After the Council approved the East Main construction contract with Auxier Construction, the State notified Mo-Kan Regional Council, grant administrator, that the bid specification documents were not in agreement with the bid award. The bid documents requested a base bid, including Andrew County's contribution to the project. It should have been base bid **without** the County's contribution. It was a minor technicality, but the State refused to accept the bid. The request for the construction bid has been re-issued per approval from Council members. The first legal notice requesting construction bids was placed in the Savannah Reporter last week (September 19 edition). The legal notice ad must appear at least three weeks in a row. The bid opening is scheduled for: October 10th at 12:30 p.m. at City Hall. Vernon Townsend asked if reissuing the bids would incur any additional costs. Cornett would request that that the engineers, TREKK, pay for all extra costs since it was their misstep in the bid specifications. John Parker asked if TREKK had acknowledged they would pay for costs. The City has not yet had that conversation with TREKK. John Parker asked if the City had informed the Senior Center of delay. The Senior Center had been notified.

UPDATE ON WASTEWATER PROJECTS – Cornett provided an update on Wastewater projects from Wastewater Superintendent Jason Long.

- a. Porter's lift station pump #1 had to be pulled and repaired, and a new float installed; cost= \$242.
- b. The control panel at Wastewater Plant had power issue. RS Electric repaired at a cost of = \$314.

- c. The Effluent sampler electrical control problems. Case Electric repaired at a cost = \$200.
- d. R&R pump #1 panel troubleshooting. R/S Electric cost = \$155.
- e. Draining east oxidation basin to inspect fiberglass piping/tank. Do not expect to find any problems. Should be done by 9/26/12.
- f. Preparing to install new submersible motive pump within next week. Installation should go well. Cost = \$8,711.

UPDATE ON STREET PROJECTS – The following are updates on street projects:

1. Vance Brothers completed slurry seal of Catalpa Street. Surface is clean and smooth. Cars were able to drive on the street Friday night.
2. Andrew County has paved Banyon Street from Main Street to the County's property line. Improvements include curbs.

PRICE INCREASE NOTICE FROM DEFFENBAUGH -- Deffenbaugh's price increase notice was included in the Council Packets. The City will be charged a 4% rate increase on trash and recycling pick up. The City will not increase the cost charged to residents for trash/recycling pick up. No motion is required since rates will not be increased.

FEE INCREASES AT DUNCAN HILLS GOLF COURSE -- The Golf Committee recommends a 5% fee increase related to memberships and green fees to be applied upon passage of the ordinance. The Committee knows the cost of electricity, fuel, equipment, and chemicals are going up. Duncan Hills is filling its ponds with City water, so that cost has to be addressed. The Committee requests an updated job description for the full-time Greenskeeper position, so the job opening can be advertised. Golf Course General Manager Mark Christopher and Cornett drafted a job description. The Committee would like to review the job description before posting a help wanted notice.

UPDATE ON GOLF COURSE IRRIGATION – The original plan to repair motors and install new pumps was modified because of the total motor failure. Golf Course Manager Mark Christopher purchased a new motor at a cost of \$200 more than the original price of a motor repair. An emergency purchase order was issued to replace the pump. The Golf Course has pumped water from a metered line into the lower pond, and irrigation is taking place with one functional pump at this time. The second pump should be operational within a week. At this point the course has pumped 800,000 gallons of water into the pond. The new pump is expected in approximately 2 weeks.

WATER FUND – The current Water Fund's restricted cash balance for debt payment is approximately \$300,000. The fund's November debt payment is \$570,000. If the restricted fund does not have a sufficient balance to make the debt payment by mid-October, City staff will request a transfer from the operating fund and a possible loan from General Fund to make the payments. Cornett reminded Council that the water rate increase was not activated until April, so the City has not collected and reserved a full year of revenue for that restricted fund. The City has discussed how it could take 12 – 24 months to actually "catch up," so additional transfers and loans are no longer necessary.

ANIMAL CONTROL -- The City allows for pet adoptions directly from the City-run Savannah Animal Shelter located at the Water Plant. No rules or charges currently apply. Citizens and staff are interested in formalizing the process to include an application, a commitment form and a

small charge to offset the cost of boarding animals. Citizens have succeeded in voluntarily placing several animals from the shelter into new homes. Therefore, staff is holding dogs for a longer-than-usual period of time to allow volunteer citizens to attempt to find homes. Staff would like to research and revise the Animal Shelter practices in Savannah to more accurately reflect the practices of other shelters in Missouri, and create a more animal-friendly policy and process for adoptions. Right now there is a mother dog with 3 puppies and another dog in the shelter. The mother and 2 puppies are claimed. Vernon Townsend motioned to allow to city staff to develop an adoption process. John Parker seconded. Don Dillman asked if he should abstain from the vote since his wife was one of the volunteers. City Attorney Ron Holliday said it was okay to vote since there were no finances involved. Motion carried on 4 yes votes. Joy Thompson commented helping the animals could be a good service project for Boy Scouts. Don Dillman reported his wife, Jan, is looking at taking any animals not adopted to Cameron's No Kill shelter. Don Dillman asked if he should abstain from voting since his wife is involved as a volunteer. City Attorney Ron Holliday said it was okay to vote because it was not a financial issue. Motion carried on 4 yes.

Vernon Townsend motioned to approve the City Administrator's report and Joy Thompson seconded. Motion carried on 4 yes votes.

Treasurer's Report – City Administrator Jill Cornett reported the highlights of the City's August financial reports. The Water fund's loan from the General Fund has been repaid and the Water fund does not owe any money to the General Fund. Without any unexpected additional expenses, the City anticipates making the November debt payments without the Water Fund borrowing from any other funds. Cornett asked questions of Mike Yuille, Park Board member, who was present at the meeting. Yuille responded that the Park Board's intention was to start the Park COP fund at zero for the start of the new fiscal year. The Park Board will be meeting on Thursday to review the Pool Engineering RFQ (request for qualifications) and Park finances.

John Parker motioned to approve the Treasurer's report. Don Dillman seconded. Motion carried on 4 yes votes.

BILLS FOR CONSIDERATION:

Bill 2012-34 Amending Ordinance No. 2565 Lease Agreement with Football Boosters was read for the second reading. Vernon Townsend requested a correction to remove "church services" from the ordinance. City Administrator Jill Cornett admitted the error and would make the correction on the ordinance before it is signed. Joy Thompson mentioned another correction, the ordinance needs to read Multi-purpose Room not Kitchen.

ORDINANCE NO. 2575

This ordinance approves a lease agreement between the City and the Savannah High School Football Boosters for renting the Clasbey Center Multipurpose Room. Don Dillman motioned to adopt ordinance no. 2575. Vernon Townsend seconded. Vote: Dillman: aye; Townsend: aye; Parker: aye; Thompson: aye. Motion carried.

Bill 2012-35 Amend Golf Course Fees was read for first and second readings.

ORDINANCE NO. 2576

This ordinance amends the Golf Course fees. Vernon Townsend motioned to adopt ordinance no. 2576. Don Dillman seconded. Vote: Townsend: aye; Parker: aye; Thompson: aye; Dillman: aye. Motion carried.

Second Public Testimony

No Testimony.

COUNCIL DISCUSSION:

Don Dillman had nothing to report.

Vernon Townsend reported on the Region D Recycling; the weight of recyclables collected has gone up for Andrew County over last year. He has noticed a lot of improvements around town. Townsend noticed trees marked blue where trees will be removed. He also noticed people on Main Street cleaning out gutters. He rode around with Building Inspector Gene Grossman on a few issues including removing a porch which was in danger of falling down. Townsend attended the Zoning meeting, which included the issue of trailers in town located in unauthorized locations. He thought that Council needed to condemn several trailers near the cemetery for being unsanitary and vacant and the trailers need to be moved out of town. Zoning also talked about driveways being hard surface. The trailers were the biggest issue at the meeting.

John Parker had nothing to report.

Joy Thompson had heard more complaints about traffic around Minnie Cline Elementary. Mr. Shores from Dairy Queen called her and reported that the high water rates are hurting small businesses in town and he wanted Council to know that. Businesses were considered when the City raised water rates. She attended the Park Board meeting and included in Council packets was a pool renovations timeline from that meeting. One of her concerns was the Park's debt payments. Do they have enough money to make their debt payments? Mike Yuille responded that the Parks did have enough money and debt payments will be addressed by the Park Board at Thursday's meeting. Thompson wanted to make sure the Park funds have enough money to make their debt payments before they are charged for codification expenses. She wanted the Park Board to be provided at least a rough estimate of the codification costs. Mayor Ingersoll had enclosed in the Council packets a petition to fix the street in the Barkley Estates. Barkley is on the City's street schedule for this year but the residents were not aware of that fact.

Vernon Townsend wanted to let citizens know not to put fat down the drain. He wanted Council to think about putting a vote to citizens where the City could move from 4th class to a 3rd class City. He would like a work session to review the advantages of making this change.

Mayor Dave Ingersoll asked if anyone needed to go into closed session.

Vernon Townsend motioned to go into Closed Session for Personnel 610.021 (3). Joy Thompson seconded. Vote: Dillman: aye; Townsend: aye; Parker: aye; Thompson: aye. Motion carried.

EXECUTIVE SESSION 610.021 (3) Personnel

During Closed Session, Council approved the following items:

Public Works Department Personnel – Don Dillman motioned to provide Public Works employee Tim Spoonemore with a 10% pay increase for out of position pay and his added responsibilities. Vernon Townsend seconded. Vote: Dillman: aye; Townsend: aye; Parker: aye; Thompson: aye. Motion carried.

Clasbey Center Personnel -- John Parker motioned to increase part-time Clasbey janitor Kelly Todd's pay from \$10.30/hour to \$11/hour. Joy Thompson seconded. Vote: Thompson: Aye; Parker: aye; Townsend: aye; Dillman: aye. Motion carried.

Building Inspector -- Vernon Townsend motioned to offer part time Building Inspector Gene Grossman full-time status at 35 hour/week, with benefits including insurance and retirement. John Parker seconded. Vote: Dillman: aye; Townsend: aye; Parker: aye; Thompson: aye. Motion carried.

Vernon Townsend motioned to go back into open session. Don Dillman seconded. Motion carried on 4 ayes.

Adjournment

No further business to discuss. Meeting adjourned at 9:08 p.m. on a motion by Vernon Townsend and seconded by Joy Thompson. Motion carried on 4 yes votes.

Dave Ingersoll, Mayor

ATTEST: _____
Beth Kar, City Clerk