

**REGULAR MEETING MINUTES  
BOARD OF ALDERMEN  
JUNE 9, 2015; 6:00 P.M.  
CITY OF LAURIE, MISSOURI**

Mayor Fahrer called the meeting to order at 6:00 p.m.

Present at the meeting were Mayor Scott Fahrer, Alderman Greg Lux, Alderman Val Ites, Alderman Karen Dobbins and Alderman Allen Kimberling.

Others present were City Clerk Olive Wood, City Attorney Steve Grantham, Police Chief Mark Black, Brian Scheiter, Dean Smith, Ron Holst, Herb Keck, Susann Huff, Richard Skaar, Ken Riedl, Cody Powell, and Chuck Angel.

**Citizens' Communication:**

**Highway 5 Sidewalk Update:** Ron Holst with the Enhancement Committee provided an update from Engineer Andrew Eckhart, Anderson Engineering, Inc. regarding the Highway 5 sidewalk. Mr. Eckhart provided the following in his e-mail. *“At Ron’s request per our phone conversation yesterday, I am giving here an update on status of the sidewalk project.*

- *Utility locates and survey research was completed in early May.*
- *Field surveys were completed the week of 5/18 and 5/25*
- *Environmental Tracking Form Received from MoDOT on 5/26 – SHPO Clearance required*
- *Survey completed and submitted to Engineer on 6/9 – preliminary engineering can begin now.”*

A tentative time line was provided in an attachment.

- June 9<sup>th</sup>: Boundary & topo survey complete; Begin preliminary design; Submit SHPO clearance request
- July 9<sup>th</sup>: Receive SHPO clearance; Review preliminary plans with city; and Submit preliminary plans to MoDOT.
- August 9<sup>th</sup>: Receive MoDOT comments; finalize, submit plans, specs, & estimate to MoDOT
- September 9<sup>th</sup>: MoDOT authorizes to advertise for bids; Advertise for bids
- October 9<sup>th</sup>: Bid Opening; Council and MoDOT award bid; Pre-construction meeting; construction begins;
- November 9<sup>th</sup> - December 9<sup>th</sup>: construction complete”

The entire project is on MoDOT’s right of way. Engineer will provide the Board a preliminary review around the regular July meeting and biding may be as early as September.

The Board thanked Mr. Holst for the update and gave no objections for him staying involved with the sidewalk project.

**Westside Sign Update:** Mr. Herb Keck reported he does not have a firm cost on the Westside sign project because they don’t have enough money to complete the project.

Legacy Signs originally provided a design with a cost between \$59,000 and \$69,500. Revised estimates are from \$30,000 to \$32,000 and would pay the city back for the property. A local contractor Hugh Smith has provided a markup on the letter “O” and the estimated cost is from \$15,000 - \$20,000 installed. Companies have donated material and labor.

Mr. Keck also provided a newspaper article on the Lake of the Ozarks Regional Economic Development Council (LOREDC) which is offering a new grant program to communities in Camden, Miller, and Morgan. Approved grants would include web and development services, graphic design, printing, ad placement, video development and design, radio ads, billboards or photography services for marketing collateral. Keck stated it appears the city could benefit from making an application indirectly through the Lake West Chamber.

Mr. Keck stated he had been invited to speak at the Lake West Chamber tomorrow morning at 8:00 a.m. and invited the Mayor and Board to attend with him to promote the Westside sign.

Additional discussion was held on how to get organization such as the Rotary, Lions, and Elks to donate to the Westside sign project. It appears these organizations are also having to be selective with their funds.

The Mayor and Board thanked Mr. Keck for his reports.

**Mayor’s Communications: None**

**Approval of Minutes**

**May 12, 2015 Regular Meeting Minutes:** Alderman Ites reported Pete Fox had been in attendance at the May 12 regular meeting. City Clerk Olive Wood reported if they fail to sign in then their attendance fails to get reported. Alderman Lux made a motion to approve the May 12, 2015 regular meeting minutes. Alderman Kimberling seconded.

The following vote was recorded:

Alderman Lux	aye
Alderman Dobbins	aye
Alderman Ites	aye
Alderman Kimberling	aye

**June 1, 2015 Work Session Minutes:** Alderman Ites made a motion to approve the June 1, 2015 work session minutes. Alderman Dobbins seconded. The following vote was recorded:

Alderman Lux	aye
Alderman Dobbins	aye
Alderman Ites	aye
Alderman Kimberling	aye

**Pending Payments & Addition to Pending Payments:** Alderman Lux made a motion to approve pending payments. Alderman Ites seconded. The following vote was recorded:

Alderman Lux	aye
Alderman Dobbins	ay
Alderman Ites	aye
Alderman Kimberling	aye

**Unfinished Business:**

**A. Road Repair Change Order:** Mr. Ken Riedl with Quality Chip N Seal provided a change order dated May 27, 2015 with additional street repairs that had increased over the winter months. The change order cost was \$26,490.25 over his original bid of \$61,059.00 dated October 3, 2014.

City Attorney Steve Grantham stated the city does not have a choice; the bid by Quality Chip N Seal must be completed as originally bid on October 3, 2014. Then the city needs to provide a new set of specifications and then bid again. With additional damage to the potholes over the winter months the contractor can't just repair part of a pothole, so the city will pay for the difference, but damage that was not part of the original bid must be part of the new bid process.

Mr. Riedl asked for a payment on the work he had completed so far, and it was determined that most of the crack fill had been completed.

A motion was made by Alderman Dobbins to pay 90% of the \$23,650 for crack fill with authorization from public works employee Dean Smith that the work was inspected and completed. Alderman Ites seconded. The following vote was recorded:

Alderman Lux	aye
Alderman Dobbins	aye
Alderman Ites	aye
Alderman Kimberling	aye

**New Business:**

**A. Police Calendar: National Peace Officers Press, Chuck Angel:** Mr. Angel stated he sells ads for police and firefighter calendars. The company prints between 300 and 500 calendars; calendars are provided to the community at no cost; the police department would receive 25% of the ad sales; and it works best if an officer accompanies him to sell the ads so businesses know it's legitimate. Estimated revenues to the city would be between \$1,000 and \$1,200.

City Attorney Steve Grantham reported as the calendars are using the city name, it needs board approval, the funds would need to go through the city and the board would need to approve the expenditures.

With an officer accompanying Mr. Angel this would mean overtime for the police department and discussion followed if the department would actually gain from the additional revenues.

Chief Black stated the funds would be used to purchase body cameras.

Alderman Kimberling offered to accompany Mr. Angel and help sell the ads to prevent the overtime.

Mr. Angel did have a contract available. City Attorney Steve Grantham stated it would work, but contracts must have a resolution or ordinance authorizing the Mayor to sign; this requires posting prior to a meeting; and offered to have it placed on the July agenda.

Mr. Angel reported he would be in the East in July. No action was taken on the police calendars.

**B. Adopt Police Procedure 58.4.5 SPECIAL HELP: Directive: Limited English Proficiency Guidelines:** A letter dated May 26, 2015 addressed to Chief Black regarding the Grant Monitoring Visit; Project Title: Officer Safety Program; Contract No: 2013-LLEBG-042 reported the City of Laurie does not currently have any access for LEP person. "Recipients of federal funding are required to provide LEP individuals with meaningful access to their programs and services." The report made the following recommendation:

*"1) Limited English Proficiency (LEP): It is recommended the City of Laurie pursue a formal policy on language access services to LEP persons. The purpose of such policy is to ensure the procedure for obtaining capable and qualified interpreters is outlined, that employees are aware of such availability and/or who to contact to arrange such services, and to clarify how language services will be provided.*

*Corrective Action Needed:*

*Once the necessary steps have been taken to identify access to the City's programs and activities for persons with Limited English Proficiency (LEP), notification must be sent to Heather Haslag, Criminal Justice/Law Enforcement Unit Program Manager, via email at [heather.haslag@dps.mo.gov](mailto:heather.haslag@dps.mo.gov) to identify what steps have been taken and what resources are in place."*

The following directive was provided for Board consideration:

**58.4.5 SPECIAL HELP**

**City of Laurie Police Department**

**Directive: LIMITED ENGLISH PROFICIENCY GUIDELINES**

**I. PURPOSE**

The City of Laurie's Police Department (LPD) recognizes the importance of effective and accurate communication between its personnel and the community that they serve. Language barriers can impede effective and accurate communication in a variety of ways. Language barriers can sometimes inhibit or even prohibit individuals with limited English proficiency (LEP) from accessing and/or understanding important rights, obligations, and services, or from communicating accurately and effectively in difficult situations. Hampered communication with LEP victims, witnesses, alleged perpetrators and community members can present the LPD with safety, evidentiary, and ethical segments of the community serves the interests of both.

The purpose of this Directive is to establish effective guidelines, consistent with Title VI of the Civil Rights Act of 1964 and the Omnibus Crime Control and Safe Streets Act of 1968, and the Board of Aldermen's Executive Order of June 9, 2015 for departmental personnel to follow when providing services to, or interacting with individuals who are LEP.

**II. POLICY**

The LPD’s policy is to take reasonable steps to provide timely, meaningful access to LEP persons to the services and benefits the LPD provides in all LPD conducted programs or activities. All LPD personnel shall provide free language assistance services to LEP individuals whom they encounter or whenever an LEP individual requests language assistance services. The LPD personnel will inform members of the public that language assistance services are available free of charge to LEP persons and that LPD personnel will provide these services to them.

**III. PROCEDURES**

The LPD’s policy is to request special assistance from the Morgan County Sheriff’s Department and request aid from any state law enforcement agency.

Approved by the Board of Aldermen on the 9<sup>th</sup> Day of June, 2015.

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Scott Fahrner, Mayor

**ATTEST:**

Olive Wood  
City Clerk

Alderman Lux made a motion to adopt Police Procedure 58.4.5 SPECIAL HELP: Directive: Limited English Proficiency Guidelines. Alderman Dobbins seconded. The following vote was recorded:

- Alderman Lux            aye
- Alderman Dobbins    aye
- Alderman Ites           aye
- Alderman Kimberling aye

**Department Head Reports**

**A. Public Works Department, Brian Scheiter and Dean Smith**

Brian Scheiter

- Treatment Plant Mowing: Alderman Kimberling made a motion to allow someone to mow the treatment plant for hay at no charge. Alderman Ites seconded. The following vote was recorded:

- Alderman Lux            aye
- Alderman Dobbins    aye
- Alderman Ites           aye
- Alderman Kimberling aye

- Used fiber glass pump stations and 6 control panels; asked that they be discounted and sold. Cost for new replacement retail for about \$2,400.00. Discussion followed with no action taken.

Dean Smith

- Well Inspection Report: The report from Flynn Drilling Company, Inc. Annual Inspection Well # 2: *“This year the flow meter is only reading 90gpm. Last year it was reading 145gpm. Not sure what is going on. The amps are still at full load and the pwl was the same. This tells me that the pump is probably okay and it not leaking back at the top, but possible there could be a hole in the column pipe below the check valve. I think it may just be the old meter isn’t reading correct. Recommend changing out the meter.*

*There is a little more ground this year on the wires/motor. We will continue to keep a close check on this. Brian is aware of the flow meter issue.”*

The Board asked Dean what the cost of a new pump would be. He stated he wasn't sure of the cost.

*“Well No. 3: Pump is right on curve at 78%. Everything still looks and checks good and all the same as last year.”*

The Board asked if they are continuing to upgrade water meters each year. Dean Smith stated they are trying to do 16 – 24 a year and have probably changed about a dozen this year.

**D. Mark Black, Police Chief**

- **Monthly Statistics:** May 2015; Traffic Stops 40; Warnings 29; Summons 16; Criminal Activities – 19; and 5 arrests.

- **New Reserve:** Chance Shoecraft has been hired as a new reserve and is presently in training. He is a recent graduate of the Police Academy in Warrensburg.

**E. Olive Wood, City Clerk**

- **Review Financial Report:** The financial report for 2015. May total of all funds \$1,798,806.62. General Fund Revenues - \$231,064.55; and General Fund Expenses - \$197,874.66; Event Fund Revenues - \$9,231.00; Event Fund Expenses - \$21,707.91; Water and Sewer Fund Revenues \$234,596.24; and Water and Sewer Fund Expenses - \$254,618.43. General Fund revenues are 8% below projections; expenditures are 12% below projections, but road repair costs will be coming in during the next month. Water and sewer revenues are 7% below projections and the expenditures are on target with the water bond having been made for the year.

- **Sales Tax Review:** May Sales Tax was \$41,701.43; Year to date: \$123,551.54. This is an increase of \$3,915.19 for the same period over 2014.

- **Weed Ordinance:** City Clerk Olive Wood stated she had been asked if the Board would consider adopting a weed ordinance. Discussion followed on how this could be accomplished. City Attorney Steve Grantham explained the City of Laurie does not have the usual layout of most cities, or the terrain, and the enforcement. No action was taken.

**D. Steve Grantham, City Attorney**

- None

**Board Reports:**

**Alderman Kimberling**

- **Non-Smoking Ordinance:** Alderman Kimberling stated he would like to see the city adopt a no smoking ordinance for retail establishments. Discussion followed with comments being made for and against. Mayor Fahrer asked that the Board wait for 30 days to give him an opportunity to talk with some of the establishments to get their feedback. No further action was taken.

The Board of Aldermen was provided a copy of the letter of resignation from Larry Westfall in the Maintenance Department effective June 19, 2015.

Susann Huff commented on the resignation of Larry Westfall.

Discussion followed. City Attorney Steve Grantham advised the board they probably needed a work session and a closed meeting to discuss personnel when individuals and pay were being discussed.

A work session date was set for June 24, 2015 at 6:00 p.m. The work session agenda will include, job descriptions, duties, supervisors, and advertising. The city attorney will be at the meeting or available by telephone.

**Mayor's Report:**

-Board of Adjustment Appointment: Mayor Fahrer recommended Richard Skaar be appointed to the Board of Adjustment. Alderman Ites made a motion to appoint Richard Skaar to the Board of Adjustment. Alderman Lux seconded. The following vote was recorded:

Alderman Lux	aye
Alderman Dobbins	aye
Alderman Ites	aye
Alderman Kimberling	aye

**Adjourn:** Alderman Dobbins made a motion to adjourn. Alderman Ites seconded.

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Scott Fahrer, Mayor

**ATTEST:**

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Olive Wood, City Clerk