

**CITY OF SHREWSBURY**  
**BOARD OF ALDERMEN**  
**WORK SESSION OF THE BOARD OF ALDERMEN**  
**December 8, 2015**

A Work Session of the Board of Aldermen of the City of Shrewsbury, Missouri was held at 6:00 p.m. this 8<sup>th</sup> day of December, 2015 in the Aldermanic Conference Room of City Hall for the transaction of such business that may come before the Board.

There were present:

Mayor..... Felicity Buckley  
Alderman..... Elmer Kauffmann  
Alderman..... Mike Travaglini  
Alderwoman..... Chris Gorman  
Alderman..... Sam Scherer  
Alderman..... Ed Kopff  
Alderman..... Rick Steingrubby

There were also present:

City Attorney ..... Michael Daming  
Director of Administration ..... Jonathan D. Greever  
Director of Finance ..... Danielle Oettle  
Street Superintendent ..... Tony Wagner  
Police Chief..... Jeff Keller  
Parks Director ..... Chris Buck  
City Clerk..... Mónica Llorián

**Roll Call**

Mayor Buckley opened the meeting and City Clerk Llorián commenced with the roll call. The entire Board was present.

**Hear Citizens**

None

**Ammunition Purchase Request – Police Department**

Police Chief Jeff Keller presented his written purchase request for the purchase of ammunition for the police department. He stated that the ammunition would be purchased through Gulf States Distributors, Inc. for a total of \$4, 218.00. Alderman Travaglini made a motion to accept Chief Keller’s recommendation. The motion was seconded by Alderman Scherer, and passed unanimously.

**Presentation of Bid Results for Water Truck Tank Transfer – Public Works**

Street Superintendent Tony Wagner presented his written bid report and recommended that the Board accept the bid from J & T Contracting in the amount of \$3,450.00 as the lowest and best bid.

Alderman Steingrubby made a motion to accept the bid from J & T Contracting for \$3, 450.00, Alderman Kopff seconded the motion, and it passed unanimously.

**Presentation of Bid Results for used F-450 truck – Public Works**

Street Superintendent Tony Wagner presented his written bid report and recommended that the Board accept the bid from Sam Saffaf in the amount of \$14, 000.00 as the only bid. He stated the Ford F450 truck is a 2011 model that he located on Truck Paper and had the truck inspected.

Alderman Scherer made a motion to accept the bid from Sam Saffaf for \$14, 000.00, Alderman Kopff seconded the motion, and it passed unanimously.

**Annual Commercial Insurance Bid Presentation – Assured Partners of Missouri, LLC**

Mike Behan with Assured Partners presented the Board with the risk management and insurance proposal. He pointed out the synopsis on page 37 that the slight increase was due to the addition of two new officers and property value to the building. He recommend the addition of the cyber liability of the City's computer system if a cost of \$4, 126.00. Director Greever added this would cover the City from any third party claims. Mr. Behan pointed out that page 35 of the proposal shows what the cyber liability insurance would cover. Mayor Buckley stated that the additional cyber liability insurance would affect the budget.

There being no further discussion, Alderman Kauffmann made a motion to accept the annual commercial insurance with the cyber liability coverage of \$4, 126.00. Alderman Travaglini seconded the motion, and it passed unanimously.

**Discussion on the Rubin Brown Auditing Contract Recommendation**

Finance Director Oettle stated that in the packet proposal that Rubin Brown extended their auditing service for three (3) years to cover 2015, 2016, and 2017. She stated that they held their rate for 2015 and there was a small increase for 2016 and 2017. Director Oettle recommends the City renew its contract with Rubin Brown.

Mayor Buckley added that at the end of the three (3) years the City can go out for a RFP but it would not be a good time at this moment for the City to go out for bids with the recent conversion of the financial software and new filings requirements with the affordable care act that the finance department is taking on. She concluded that the City should continue its relationship the City has built with Rubin Brown.

There being no further discussion, Alderman Travaglini made a motion to renew the Rubin Brown auditing contract. Alderman Kauffmann seconded the motion, and it passed unanimously.

**Discussion on the Rejis Contract Renewal Recommendation**

Director Oettle submitted to the Board the Rejis renewal rate quote for 2016 IT support services. She stated they held their rate the same and even with the additional support hours the City came under budget. Director Oettle recommends the City renew Rejis Contract. Director Greever asked if the hourly rate had gone up. Director Oettle stated no; the rates remained the same.

There being no further discussion, Alderman Scherer made a motion to accept the renewal contract with Rejis. Alderman Steingrubby seconded the motion, and it passed unanimously.

### **Fiscal Year 2016 Budget Work Shop**

Mayor Buckley stated that there very few changes from the original draft. She stated that the cyber insurance was added and changes to the capital improvement fund. She added there were a few changes in the parks department with revenue issues. Director of Administration Greever stated there were some small changes in Building & Housing. Director Oettle stated there was an increased the budget due the redevelopment of lower Kenrick Plaza for additional inspectors. Director Greever stated that issues with construction on building "C" has pushed the timeline back which will require more inspection time than anticipated. Director Oettle stated there was some decrease in insurance cost and the auditing service did not change. Mayor Buckley concluded there was very little change from the last budget review.

### **Approval of Kenrick Plaza Community Improvement District Board of Director Appointment**

Director Greever informed the Board they would need to make a motion to ratify the appoint Mayor Buckley and himself to the Kenrick Plazas Community Improvement District Board of Directors. He stated their term would end January 28, 2018. Alderman Travaglini asked who was on the Board. Director Greever stated it is Gary Grewe, Bill Appelbaum, Michael Grewe, Felicity Buckley and Jonathan Greever.

There being no further discussion, Alderman Travaglini made a motion to ratify the appointments. Alderman Kopff seconded the motion, and it passed unanimously.

### **Discussion – Potential ballot Referendum on Sales Tax on Out-of-State Vehicle Sales**

Mayor Buckley opened the discussion of the ballot referendum. She recommends that the City put the referendum on the ballot. She suggest that literature be put out for the residents to understand. Alderman Kauffmann asked if the referendum was going on the April ballot. Mayor Buckley stated yes. Director Greever stated he would put together the language of the ballot initiative and send it out to the Board to review.

There being no further discussion, Alderman Travaglini made a motion to accept the ballot initiative. Alderman Scherer seconded the motion, and it passed unanimously.

### **Old & New Business**

None

### **Amend the Agenda to move the Closed Session to this Work Session**

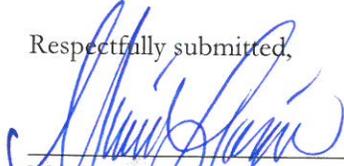
Mayor Buckley opened the floor to amend the agenda to move the Closed Session slated for after the Regular Meeting to the end of this Work Session. There being no discussion, Alderman Kopff made a motion to amend the agenda to hold the Closed Session next. Alderman Scherer seconded the motion, and it passed unanimously.

### **Closed Session**

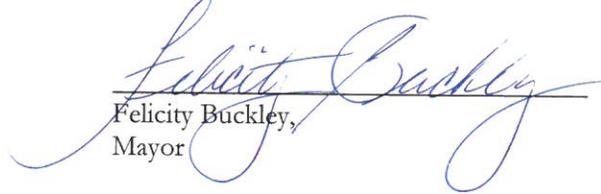
Alderman Travaglini made a motion to enter into a closed session pursuant to RSMo 610.021 (1,3,9). Alderman Kauffmann seconded the motion and upon roll call, the following vote was recorded: Alderman

Kauffmann, "Aye"; Alderman Travaglini, "Aye"; Alderwoman Gorman, "Aye"; Alderman Scherer. "Aye";  
Alderman Kopff, "Aye" and Alderman Steingrubby, "Aye"

Respectfully submitted,

  
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Monica Llorian,  
City Clerk

ATTEST:

  
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Felicity Buckley,  
Mayor

