

CITY OF SHREWSBURY
BOARD OF ALDERMEN
WORK SESSION OF THE BOARD OF ALDERMEN
May 27, 2014

A Work Session of the Board of Aldermen of the City of Shrewsbury, Missouri was held at 6:00 p.m. this 27th day of May, 2014 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
Director of Parks and Recreation Chris Buck
Street Superintendent Tony Wagner
Fire Chief Bill Fox
City Clerk Carly West

Roll Call

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

Approval of Minutes

Mayor Buckley introduced the minutes of the May 13, 2014 Regular Session and opened the floor for discussion. There being no discussion, Alderman Travaglini made a motion to accept the minutes. Alderwoman Gorman seconded the motion, and it passed unanimously.

Hear Citizens

None.

IT Equipment Purchase Request

Finance Director Danielle Oettle explained that there had been discussion during budget planning regarding the server reaching capacity and the need to purchase a new one, as well as the possibility to bringing the email hosting in-house. She explained that the IT providers, Rejis, had recommended that it was time for the new server to be purchased, and that options are still being weighed for the email solution. She presented the bid from World Wide Technology and explained that the Missouri state contract had been awarded to World Wide Technology, negating the need to issue an RFP. Ms. Oettle clarified that the price listed was only for the server, which was why the request was so much lower than the amount budgeted. She stated that the additional funds would be used later for the email solution.

There being no further discussion, Alderman Travaglini made a motion to accept the bid from World Wide Technology for the purchase of a server at a cost of \$7986.00. Alderman Scherer seconded the motion, and it passed unanimously.

Bid Presentations

Ms. Oettle stated that she had sent out an RFP for pay plan and classification studies, and had received two responses – one from CBIZ, a local company, and one from Gallagher Benefit Services out of Kansas City. She stated that the bids came in within \$300 of each other, and after all of the particulars had been weighed, the selection committee had decided to recommend the City choose the locally owned CBIZ.

Alderman Kauffmann stated that he felt that \$17,000 for a survey of just over 50 employees was excessive, and that he would rather spend money on raises. Mayor Buckley noted a study like this would help determine what amount of raises would be appropriate and how it should be implemented, especially considering that salaries had been skewed over the past 10 years, and no raises had been given in the past 4 years. Alderman Kauffmann stated that the City did not have funds for raises, and Mayor Buckley noted that the issue needed to be studied in order to know for sure if that was the case and would be the case going forward.

Alderman Kauffmann stated that he felt it would be more appropriate to spend about half of the suggested amount, and Mayor Buckley stated that he would need to develop an RFP that was legal and appropriate and met all of the necessary requirements and then find companies other than the ones that Ms. Oettle had solicited and the two that had responded. She stated that it was important to not just randomly give out raises without being sure that they were fair, just, and competitive with other communities.

Alderman Travaglini noted that the company would ensure that Shrewsbury was competitive with other communities and would also guide the City in how to implement their plan, meaning they would be working with the City over several years. Ms. Oettle stated that the proposals were available for any of the Aldermen to review, and the proposals laid out exactly what was being offered and how the companies went about doing their studies.

Alderman Kopff asked if there would be a fee for advising services beyond the five year agreement being proposed. Ms. Oettle noted that both firms suggested a full review every three to five years, and she noted that some costs were cut out because job descriptions are already up-to-date, so that part would not be needed. Alderman Kopff noted that it was essentially \$3000 per year, and he did not feel it was out of line. Mayor Buckley noted that for this price, it totaled out to approximately \$300 per employee to make sure each person was being compensated appropriately. She also noted that the employees had been very loyal to the City, and the topic of raises was something that the Board had wanted to very seriously look into once the redevelopment project began. As there is no human resources employee, there is no other way for the City to know how to implement those raises without a study.

Alderman Kauffmann asked if the recommended company could give a presentation before the Board moved forward, and Mayor Buckley noted that Ms. Oettle had provided a summary and that the bid proposals were available for anyone who wanted to review them.

Alderwoman Gorman noted that the selection committee made up of the department heads had reviewed all of the pertinent information, and that she felt comfortable trusting that they had done their due diligence and made a recommendation that they felt was appropriate.

Alderman Travaglini made a motion to accept the bid from CBIZ Human Capital Services in the amount of \$17,000. Alderwoman Gorman seconded the motion, and it passed with Alderman Kauffmann abstaining from voting.

Street Superintendent Tony Wagner presented the bid summary for seal coating of Exeter, Lenox, Suffolk, Arlington, and Carr Lane and recommended that the Board accept the bid from NB West Contracting in the amount of \$49,472.10 as the lowest and best bid. He noted that the budgeted amount was \$58,903.00, and that some money for asphalt patching was not included, and a street had been added to the project that had not been included in the budgeted amount. Mr. Wagner noted that the City had done a great deal of work with NB West and had always been pleased with their work.

Alderman Kauffmann made a motion to accept the bid from NB West in the amount of \$49,472.10. Alderman Scherer seconded the motion, and it passed unanimously.

Mr. Wagner stated that \$38,000 had been included in the budget to fix the roof of the Public Works building. He presented the bid summary for recoating the roof of the Public Works building, and recommended that the Board accept the bid from River City Roofing in the amount of \$12,700.00 as the lowest and best bid. He noted that the budgeted amount was for a completely new roof, but that he felt like it was not an appropriate time to do such extensive repairs on such an old building, and that the salt purchase was over budget, making it more appropriate to do less repairs and save that money. He noted that the recoating would have an 8-year warranty and described what the process of recoating would be.

Alderman Travaglini asked if Mr. Wagner had any experience with River City Roofing, and Mr. Wagner stated that he did not, but he had checked their references and recommendations from other roofing companies that do not do these kinds of repairs. Alderman Travaglini noted the large price difference and asked if Mr. Wagner was comfortable with the quality of their work, and Mr. Wagner answered that he was.

Alderman Travaglini made a motion to accept the bid from River City Roofing in the amount of \$12,700.00. Alderman Kauffmann seconded the motion, and it passed unanimously.

Ordinances

(Bill No. 2781)

Mayor Buckley introduced Bill No. 2781, a bill authorizing an agreement with N. B. West Contracting Company for street seal coat. Mayor Buckley asked if there was any discussion. There being no discussion, a motion was made by Alderman Kauffmann, seconded by Alderman Scherer, and unanimously passed in accordance with Section 79.130 as approved by the General Assembly of the State of Missouri, to read the Bill by Title only for the first time. Mayor Buckley asked if there was any discussion. There being no discussion, a motion was made by Alderman Kauffmann, seconded by Alderman Kopff, and unanimously passed in accordance with Section 79.130 as approved by the General Assembly of the State of Missouri, to read the Bill by Title only for the second time. Mayor Buckley opened the floor for final discussion. There being no discussion, Alderman Kauffmann made a motion that Bill No. 2781 be adopted to become Ordinance No. 2770. Alderman Scherer 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".

There being a majority of votes in favor, the Mayor declared the motion passed and that Bill No. 2781 was adopted as Ordinance No. 2770.

(Bill No. 2782)

Mayor Buckley introduced Bill No. 2782, a bill authorizing an agreement with River City Roofing for roof repair work. Mayor Buckley asked if there was any discussion. There being no discussion, a motion was made by Alderman Travaglini, seconded by Alderman Kauffmann, and unanimously passed in accordance with Section 79.130 as approved by the General Assembly of the State of Missouri, to read the Bill by Title only for the first time. Mayor Buckley asked if there was any discussion. There being no discussion, a motion was made by Alderman Travaglini, seconded by Alderman Kauffmann, and unanimously passed in

accordance with Section 79.130 as approved by the General Assembly of the State of Missouri, to read the Bill by Title only for the second time. Mayor Buckley opened the floor for final discussion. There being no discussion, Alderman Travaglini made a motion that Bill No. 2782 be adopted to become Ordinance No. 2771. 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".

There being a majority of votes in favor, the Mayor declared the motion passed and that Bill No. 2782 was adopted as Ordinance No. 2771.

Discussion

Mayor Buckley introduced the topic of the 2015 CDBG allocation in the amount of \$20,000, and noted that the streets in the affected area are in bad condition and that using the money in that way would be very helpful. She stated that there was also the option to give some of the funds directly to residents for home repairs. She opened the floor for discussion.

Alderman Kauffmann stated that he would like to allocate \$15,000 to street repairs and \$5,000 for home repairs.

Alderman Travaglini asked what streets would be included, and Mr. Wagner directed their attention to the map showing the affected areas, noting that the streets there were greatly in need of repairs. Mr. Wagner recommended that all of the funds go to street repairs so that all residents would benefit from the program.

Mayor Buckley noted that when the Board had allocated funds to home repairs, it had been utilized by residents, and also noted that a great deal of street repair work had been cut out of budgets in recent years, and the longer repairs are put off, the more expensive they become.

Aldermen Travaglini, Gorman, and Steingrubby stated they would like to allocate the full amount to street repairs.

Alderman Kopff asked how money for home repairs had been used in the past. Mr. Greever stated that two years prior, \$5,000 had been allocated to home repairs, and there had been one person apply and be approved for nearly the full \$5,000, but that the specifics of the repairs had not been released. Aldermen Kopff and Scherer stated they would like to allocate the full amount to street repairs.

Alderwoman Gorman noted that there are other groups and programs that are in need of home repairs.

Alderman Travaglini made a motion to move forward with allocating \$20,000 of CDBG funds to street repairs. Alderman Kopff seconded it, and it passed unanimously.

New Business

Mr. Wagner stated that on June 14th at 11:00am, there would be a ceremony to dedicate the Centennial Wall and new lighting of the flagpoles. He noted that the antique fire truck would be used one final time before being given to the Historical Society. Alderman Travaglini read a thank-you note he had received from Colin Hooch for attending Colin's Eagle ceremony.

Old Business

Alderman Kopff thanked Mr. Wagner and City staff for the proclamation presented to Fr. Dennis Doyle.

Alderman Steingrubby asked if there was any further discussion regarding mosquito spraying. Mayor Buckley noted that there are positives and negatives on each side of the debate. She stated that having heard both

sides, her opinion is to continue spraying when there are complaints, but that she would be open to the idea of cutting the spraying out if there was a larger portion of the residents who didn't want it than those who did. She noted that only one person had requested that the City not spray.

Alderman Scherer noted that the City only used the spray at peak mosquito times, and that Mr. Wagner only sprays at the times when it is most effective.

Mr. Greever noted that in recent discussions with city managers, there was not real consistency with who does the spraying. Alderman Kopff asked if there were any cities that did not spray at all, and Alderman Steingrubby noted that New York City had completely banned mosquito spraying. Mr. Wagner asked if other cities were spraying the same material as Shrewsbury, because St. Louis County still uses a material that is even corrosive to metal. Mr. Greever stated that there were some cities that had banned the use of mosquito spray.

Alderman Steingrubby noted that people could still choose to hire a company to spray their own yard if spraying was banned. He asked if there was anyone else who felt as strongly as the resident who had contacted him, and noted that he had contacted her but had not heard back. He proposed that she could collect signatures to see if she could gather support.

Mayor Buckley stated that there were many chemists who would say that the spray the City uses is safe, and Alderman Steingrubby clarified that it is safe to humans, but not for other insects that might be beneficial, as well as other types of animals. Alderman Kopff stated that he had received contradictory information, that it was safe to mammals and the amount needed to harm fish was substantial. Alderman Steingrubby noted that mammals feeding on beneficial insects could be affected. Mr. Wagner noted that spraying in the evening means that the bees are generally back in their hives when the spraying happens, so they're mostly safe.

Mayor Buckley asked how long Shrewsbury had been using the material currently being used, and Mr. Wagner answered that it had been approximately 10 years. Alderman Steingrubby noted that the chemical used is on the lower end of the toxicity scale, and that with the hysteria over West Nile Virus, many residents would be very upset if spraying did not happen. Mr. Wagner noted that there had been a positive result for West Nile in Wehner Park several years prior, and that on a toxicity scale of one to six, the chemical that Shrewsbury uses is a one.

Mayor Buckley stated that if the Aldermen received a great deal of complaints, the problem would certainly be addressed and that a balance did need to be weighed, but that the feeling she was getting from the Board was that spraying should continue on an as-needed basis. She noted that this was the same conclusion that had been reached previously. Alderman Kopff stated that he would like to be made aware if another municipality in the County bans spraying, and what their reasoning was for that.

Alderman Steingrubby asked Mr. Wagner if he only sprays when he gets complaints. Mr. Wagner answered that they did not even have the sprayer hooked up yet this early in the season, but that there are residents who call on a regular basis to ask for spraying to be done. Mayor Buckley stated that an effort is being made to strike a balance.

Alderman Kauffmann noted that the old theater building at Kenrick had been demolished and a new theater would be built, and asked if it was going to be the type of theater that included drinking. Alderwoman Gorman answered that the Business Journal had reported that it would. Alderman Kauffmann asked when they were projecting their opening to be. Mayor Buckley answered that she had not been giving an opening date, so she could not answer. Alderman Kopff noted that people are very enthusiastic about a new cinema.

Alderman Kopff made a motion to amend the agenda to include the election of the President of the Board of Aldermen. Alderman Scherer seconded the motion, and it passed unanimously.

Mayor Buckley stated that she had asked Alderman Travaglini if he were interested in continuing, and Alderman Travaglini stated that he would be happy to continue. A motion was made by Alderman Scherer to made Alderman Travaglini the President of the Board of Aldermen. Alderman Kopff seconded the motion, and it passed unanimously.

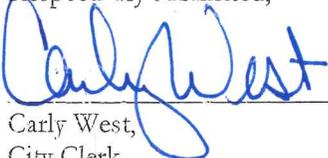
Closed Session

Alderman Travaglini made a motion to enter into a closed session pursuant to RSMo 610.021 (1, 12). 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 Steingruby, "Aye". The board adjourned to closed session at 6:50 p.m.

Adjournment

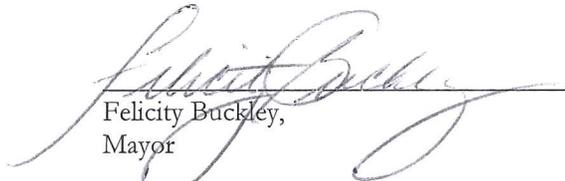
Alderman Travaglini made a motion to adjourn the regular meeting. Alderman Kauffmann seconded the motion, and it passed unanimously.

Respectfully submitted,



Carly West,
City Clerk

ATTEST:



Felicity Buckley,
Mayor