

**CITY OF SHREWSBURY  
BOARD OF ALDERMEN  
REGULAR MEETING OF THE BOARD OF ALDERMEN  
October 11<sup>th</sup>, 2011**

A Regular Meeting of the Board of Aldermen of the City of Shrewsbury, Missouri was held at 7:00 p.m. this 11<sup>th</sup> day of October, 2011 in the Aldermanic Chambers 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
Alderwoman.....	Dee Wiecher

There were also present:

Director of Administration.....	Jonathan D. Greever
City Attorney.....	Michael K. Daming
Finance Director.....	Danielle Oettle
Police Chief.....	Jeff Keller
Fire Chief.....	Bill Fox
Street Superintendent.....	Tony Wagner

**Roll Call**

Mayor Buckley opened the meeting and Director Greever commenced with the roll call. The entire Board of Aldermen was present.

**Approval of Minutes**

Mayor Buckley announced that the next item on the agenda was the approval of minutes of the September 27<sup>th</sup>, 2011 Board of Aldermen work session. She opened the floor for discussion. There being no discussion a motion was made by Alderwoman Gorman to pass the minutes of September 27<sup>th</sup>, 2011 as submitted. Alderman Scherer seconded the motion and it was unanimously approved.

**Bills to be Approved**

Mayor Buckley introduced the bills requiring approval and quickly overviewed them. She opened the floor for discussion. There being no further discussion on the bills, Alderman Scherer made a motion to approve the bills submitted for payment. Alderman Kopff seconded the motion and it was unanimously approved.

**Hear Citizens**

Mr. John Bub of 7408 Williamsburg Colonial Lane stated that his presence at tonight's meeting was to serve as a reminder to the Board that if the Kenrick Plaza Redevelopment Project were to be approved, a stipulation should be in place to ban overnight parking for all delivery vehicles. He further reminded the Board that if the closure of Trianon Parkway were to also occur with this approved project, that the City's police presence in the Kenrick Villas should not be diminished in any capacity. Mr. Bub ended by stating to the Board that the City needed to be more vigilant in requiring G. J. Grewe, Inc. to maintain the property

surrounding the Kenrick Cinema at a higher standard with respect to keeping weeds, bushes, and trees in check.

### **Audit Presentation – Courts**

Mayor Buckley announced that the next item on the agenda was the audit presentation from Hochschild, Bloom & Company LLP with regard to the City's Municipal Court cash receipts procedures. The Mayor introduced Angela Dorn a representative from Hochschild, Bloom & Company LLP who would be providing an overview of this information at that evening's meeting. Ms. Dorn took the floor and stated that she would be presenting the agreed-upon procedures that were performed within this audit and the results that were found. She advised that they examined the Accounts Receivable Summary Aging Report for all Court cases as of December 31, 2010 and found that the outstanding balance of accounts receivables as of this date was \$263,269.91, of which \$206,213.33 was over 120 days old. Ms. Dorn went on to advise that they also examined the Accounts Receivable Detailed Aging Report pending cases for the Court as of December 31, 2010 and found that the outstanding balance of these pending accounts receivables cases was \$41,907.32, of which \$39,995.32 was over 120 days overdue. She then stated that they next randomly selected 60 cases from the judge's docket and 60 cases from the tickets issued during 2010, and found that 75 cases were settled with payment, 28 cases were within normal course of Court proceedings without exception, and 17 cases were pending to go into "warrant" status. Ms. Dorn also advised that two further cases had been selected from the Accounts Receivable Detailed Aging Report as of December 31, 2011 with the criteria of being at least five years old and not an Active, Closed, Warrant, or Warrant-Additional Case. She stated that the findings of these two cases involved one case not being located and the other case being misplaced in a closed case files, with no action taken. Ms. Dorn ended by stating that it had been recommended to the City that it review its Court policies and procedures in order to address these findings.

Mayor Buckley then took the floor and added that these findings had been reviewed with the Court staff and that the recommended changes would be implemented.

### **C-2 Zone Sign Permit Application (Caplaco)**

Mayor Buckley introduced a C-2 Zone Sign Permit Application from Caplaco Twenty-Two, Inc. to erect a temporary "coming soon" banner for the Hibachi & Supreme Buffet. She asked if there was any discussion. There being no discussion, Alderman Travaglini made a motion to accept the sign permit application as submitted. The motion was seconded by Alderwoman Wiecher, and unanimously approved.

### **Old Business**

None

### **New Business**

Mayor Buckley formally proclaimed on the behalf of CORE Rehab Services Incorporated, that October 2011 would serve as National Physical Therapy Month to recognize the extraordinary work that physical therapists provided to their communities.

### **Department Head Reports**

Mayor Buckley stated that Parks Director Chris Buck was not available for this meeting due to illness, but that he wanted to inform the Board that Webster University would be funding a project to improve safety and increase usage on Baseball Field #1 by installing professional infield mix and extending the infield to 95 feet via with laser grading methods.

Fire Chief Bill Fox stated that Medical Officer Lynn Minor had retired and they would be starting the promotion process to replace him. He also advised that they had also recently hired Jeff Payton as a new paramedic for the City's Fire Department.

Police Chief Jeff Keller stated that the City's police department had completed the last of their promotional process in relation to Jeff Beaton's departure by promoting Police Officer Tomey Foltz to the ranks of Corporal. Chief Keller also advised that the police department had received their annual check from the Police Officer's Standards Training Committee in the amount of \$2,745.00. In ending, Chief Keller stated that the police department was scheduled from October 22<sup>nd</sup> through October 25<sup>th</sup> for an on-site assessment by CALEA to achieve re-accreditation.

Superintendent Tony Wagner stated the CDBG concrete project at Kenrick Parke South as well as the sidewalk replacements on Michael Avenue would all be completed by the end of the week.

Finance Director Danielle Oettle stated that budget work had begun for the fiscal year 2012. She further stated that sales tax numbers were in through the end of September, and, when compared to the sales tax numbers last year at this same time, they were down approximately by 5%. Director Oettle ended by stating that Payroll Coordinator Sharon Maurer had resigned and would be moving to Florida.

### Mayor's Report

Mayor Buckley stated that Make a Difference Day was Saturday, October 22<sup>nd</sup>, and that the TIF Public Hearing had been set for November 30<sup>th</sup>, at 6:30 p.m.

### Closed Session

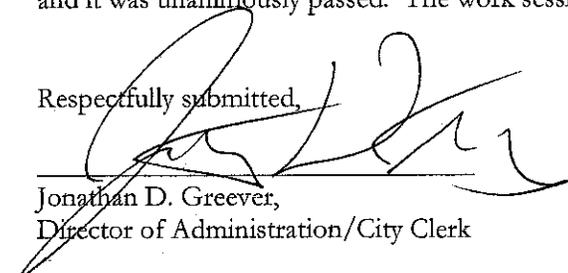
Alderman Kauffmann made a motion to enter into a closed session following the Board of Aldermen work session. Such closed meeting, he continued, with closed vote and closed record would take place in the aldermanic conference room and said meeting, vote, and records would be closed pursuant to RSMo 610.021 (12). Alderwoman Gorman seconded the motion and the following roll call vote was recorded. Alderman Kauffmann, "Aye"; Alderman Travaglini, "Aye"; Alderwoman Gorman, "Aye"; Alderman Scherer, "Aye"; Alderman Kopff, "Aye"; Alderwoman Wiecher, "Aye".

There being a majority of votes in favor, the Mayor declared the motion passed and that the board would enter into a closed session.

### Adjournment:

Alderman Travaglini made a motion to adjourn the work session. Alderman Kauffmann seconded the motion and it was unanimously passed. The work session adjourned at 7:30 p.m.

Respectfully submitted,

  
Jonathan D. Greever,  
Director of Administration/City Clerk

ATTEST:

  
Felicity Buckley,  
Mayor