

**REGULAR BOARD MEETING**  
**SEPTEMBER 19, 2016**

Mayor Phillips called the meeting to order at 7:00 pm. Those attending the meeting were Phillips, aldermen Bracey, Upchurch, Janney, and Wolf. Alderman Carlin and Steinbeck were absent. Also in attendance; City Attorney Smith, Public Works Director George Hausdorf, City Clerk Kell, City Collector La Trisha Crist, Police Chief Ryan Crandell, Joe Coelho, Jim Upchurch, Tina Uhlmeier, and Greyson Wolf.

**CONSENT AGENDA**

Motion was made by Wolf and seconded by Bracey to approve the items on the Consent Agenda: Approval of minutes from August 15, 2016, Regular Board Meeting and Committee Meetings, August Collector's and Treasurer's report and appropriations. Motion carried.

**PROCLAMATION –Joe Coelho**

Phillips presented Joe Coelho with a proclamation recognizing him for his 15 years of service to the Tree Board and several years of service to the Tourism Commission. Joe provided lectures on eagles at Lock and Dam 20 for the Eagle Day celebration each winter and took the lead on the Bicycle Across Missouri event the summer of 2015.

**PROCLAMATION – Stacey Nicholas**

Stacey Nichols, unable to attend tonight's meeting, was recognized by proclamation for her service to the Planning Commission.

**BUILDING PERMIT FEE SCHEDULE**

Phillips provided a summary of other local City's building permit fee schedules for review. Some City's fees are based on square footage and others are based on cost of construction. Consensus was square footage would be easier to verify based on the drawings provided with the building permit application. Members also agreed to twenty cents (.20) per square foot for both residential and commercial with a maximum fee of \$300.00. Mayor Phillips requested the City Attorney draft an ordinance for the proposed building permit fee schedule.

**POLICE DEPARTMENT STAFFING**

Chief Ryan Crandell asked Board Members to release additional funds to allow for a fifth officer. The Police Department currently is at case number 1147 which is greater than the total number of cases last year. Crandell explained he has eliminated the Drug Task Force and overtime for a total \$16,000 reduction to the budget. Officers will begin to experience burn out and move on with the current work load and scheduling. Phillips asked the Finance Committee to review the budget and see if there is \$25,000 available for the additional officer for a final decision to be made at the Regular Board Meeting in October.

**RIGHT OF WAY PERMIT**

The implementation of a permit for construction in the City right-of-way was discussed. Letters of notice will be sent to contractors and utility companies. The information will also be posted on the City website and through social media. There will be a period of implementation where only warnings will be issued.

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**MAYORAL APPOINTMENT**

Phillips requested the appointment of James Herren to the Planning Commission. Upchurch motioned to accept the appointment of James Herren to the Board of Adjustment, Bracey seconded and the motion carried.

**CULVER-STOCKTON COLLEGE COOPERATION AGREEMENT**

Upchurch motioned to authorize Mayor Phillips to sign the Mutual Cooperation Agreement with Culver-Stockton College, Wolf seconded and the motion carried.

**LEVEE FINAL PAYMENT**

PSBA has submitted the final pay estimate for the roadway reconstruction and new highway flood gate for the amount of \$15,773.96. Bracey motioned to approve the final payment of \$15,773.96 to Chester Bross Construction Company. Upchurch seconded the motion and the motion carried.

**W.L. MILLER FINAL PAYMENT**

W.L. Miller has swept the remaining aggregate from the roads and is due the balance of their contract \$5,349.00. Wolf motioned to authorize the final payment to W.L. Miller and Upchurch seconded. Motion carried.

**NO PARKING REQUEST**

Berry Matthes has requested no parking on the south side of Clark Street from Third Street to the alley. Matthes recently purchased the Quonset huts at this location and would like reliable access to the loading docks to enter into a lease agreement with Charles Industries. Upchurch motioned to authorize the City Attorney to draft an ordinance for no parking on the south side of Clark Street, Monday through Friday, from 8 a.m. to 5 p.m. Janney seconded the motion and the motion carried.

**CULVER-STOCKTON COLLEGE PARKING**

Culver-Stockton College has requested temporary parking in the yellow zone area along Washington Street Homecoming weekend, October 7<sup>th</sup>, from 9 a.m. to 6:00 p.m. Upchurch motioned to allow for temporary parking along the yellow curbs on Washington Street Homecoming weekend and Bracey seconded. Motion carried.

**AMEREN MO EASEMENT**

Ameren MO has contacted the City regarding an easement that runs under the building located at 908 S. 4<sup>th</sup> Street. Hausdorf's recommendation is to leave the easement in place. Members discussed the easement location but no action was taken.

**PUBLIC WORKS DIRECTOR**

Hausdorf has taken a position with Hannibal Public Works, but has agreed to contract with the City for his services until a new Public Works Director is in place. Hausdorf will remain the water treatment plant operator until Brian Laws obtains his B license in February. Phillips stated there will be a reception for George. Advertising for the position has been placed in the Quincy Herald Whig, Missouri Rural Water, and MML.

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**RE-BID WASTEWATER LAGOON IMPROVEMENTS**

Under the advisement of the City Attorney, Hausdorf will rebid the lagoon upgrades. Hausdorf will have the bid specifications in the newspaper this week and open bids the following week.

**Transportation Alternatives Program (TAP) GRANT**

The deadline for submission to the TAP Grant is November 1<sup>st</sup>, 2016. Last year a grant was submitted for lighting and new sidewalk from Fourth Street to the Levee Walk. A survey to get public feedback on which project to submit was conducted via Survey Monkey and 32 people responded. The most popular project was to construct sidewalk along South Monticello Road and Oak Street. Other projects included in the survey were: Historical lighting from Washington to White; last year's submission of lighting and sidewalks from Fourth Street to the levee walk; and pave the trail at the new park located at Wyaconda and Brose. The size and scope of the sidewalk project along South Monticello and Oak Street would make completion of the application by the November 1<sup>st</sup> deadline extremely challenging. Upchurch motioned to resubmit last year's application for lighting and sidewalk from Fourth Street to the Levee walk, Wolf seconded the motion and the motion carried.

**STREET LIGHT REQUEST**

Mayor Phillips was contacted by a resident requesting a street light at 7<sup>th</sup> and Montgomery. Members discussed this request and no action was taken.

**ORDINANCES**

**Bill No. 16-19                      Ordinance NO. 782-C**

Wolf moved to have the first reading, by title only, of Bill No. 16-19, proposed Ordinance NO. 782-C, an Ordinance of the City of Canton, Missouri, Establishing Procedures and Requirements for the Issuance of Administrative Search Warrants. Upchurch seconded the motion and the motion carried. Following its reading by Smith, Bracey moved to have the 2nd reading, by title only, and Upchurch seconded. Copies of the proposed bill have previously been made available to the public, the motion carried and the ordinance was read.

Wolf moved to adopt Bill No. 16 - 19, and assign it Ordinance No. 782-C and Upchurch seconded.

Roll call vote:

|           |         |        |         |
|-----------|---------|--------|---------|
| Upchurch  | -aye    | Bracey | -aye    |
| Steinbeck | -absent | Janney | -aye    |
| Wolf      | -aye    | Carlin | -absent |

Motion carried.

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**Bill No. 16-20**                      **Ordinance NO. 783-C**

Upchurch moved to have the first reading, by title only, of Bill No. 16-20, proposed Ordinance NO. 783-C, an Ordinance Establishing Policies and Procedures Concerning any Construction in the City of Canton, Missouri, which will encroach upon, interrupt, or affect any Public Right-of-Way within the City of Canton, Missouri and Providing for a Construction Permit Process Bracey seconded the motion and the motion carried.

Following its reading by Smith, Wolf moved to have the 2nd reading, by title only, and Upchurch seconded. Copies of the proposed bill have previously been made available to the public, the motion carried and the ordinance was read. Upchurch moved to adopt Bill No. 16 - 20, and assign it Ordinance No. 783-C and Bracey seconded.

Roll call vote:

|           |         |        |         |
|-----------|---------|--------|---------|
| Upchurch  | -aye    | Bracey | -aye    |
| Steinbeck | -absent | Janney | -aye    |
| Wolf      | -aye    | Carlin | -absent |

Motion carried.

**OTHER BUSINESS- Certified Local Government (CLG)**

Upchurch inquired about developing maintenance codes for the City for the CLG Certification. Phillips stated that was something he will be working on. Upchurch offered to assist with researching codes.

**PUBLIC COMMENTS**

There were no public comments.

**FINANCE COMMITTEE**

Upchurch reported Finance met and discussed the Department of Labor Final Rule, which updates the salary level required for exemption to ensure that the FLSA's intended overtime protections are fully implemented. The City Clerk position and the Chief of Police Position are the only two position affected by the ruling. The Committee agreed to see how it goes before making any major changes. The overtime rule will go into effect on December 1, 2016.

Sales tax revenue for August 2016 was down compared to August 2015.

**PUBLIC WORKS**

Hausdorf reported Public Works met, discussed the lighting at Martin Park and will write bid specifications for LED lighting and place it in the paper this week. The current lighting needs new ballast at a cost of \$120 each. Hausdorf also reported the stone fireplace in the west shelter house has been damaged.

**POLICE COMMITTEE**

Janney reported the Police Committee met and discussed and increase in the size of the department to five officers.

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**CLOSED SESSION**

Janney motioned to go into closed session pursuant to RSMo 610.021(3) “hiring, firing, disciplining or promoting of particular employees by a public governmental body” and Upchurch seconded. Vote to close by roll call vote:

|           |        |          |        |
|-----------|--------|----------|--------|
| Steinbeck | absent | Carlin   | absent |
| Bracey    | aye    | Upchurch | aye    |
| Janney    | aye    | Wolf     | aye    |

Motion carried at 8:48 p.m.

By consensus the Board accepted Justin Allen’s resignation.

Wolf motioned to return to open session and Upchurch seconded the motion.

Roll call vote:

|           |        |          |        |
|-----------|--------|----------|--------|
| Steinbeck | absent | Carlin   | absent |
| Bracey    | aye    | Upchurch | aye    |
| Janney    | aye    | Wolf     | aye    |

Motion carried at 8:51 p.m.

**ANNOUNCEMENTS**

There were no announcements.

**ADJOURNMENT**

Janney motioned to adjourn and Bracey seconded and the meeting adjourned at 8:52 p.m.

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Cynthia Kell, City Clerk

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Jarrod Phillips, Mayor