

CITY OF WILLARD
BOARD OF ALDERMEN
OCTOBER 10TH, 2006
7:00 P.M.

Board members present: Mayor Thomas J. Keltner, Aldermen Bill Caplinger, Aldermen Gordon O'Quinn, and Aldermen Richard Simpson. Aldermen Charles Whitehead was not present.

Also in attendance: City Administrator, Fred Gress; City Clerk, Kathy Snyder, (arrived at 8:05 p.m.) Municipal Court Clerk/Deputy City Clerk, Linda Murray; CFO, Karen Robson; Director of Development, Randy Brown; Director of Public Works, Charlie Jones; Emergency Management Director, Donna Gordon; Chief of Police, Tom McClain; Parks and Recreations Program Director, Kerri Gates; and Planning & Zoning Executive Secretary, Lucille Murray.

Guest present: Bill Adams, Donna Renfrow, and Mr. and Mrs. Stafford.

Mayor Thomas J. Keltner led the Pledge of Allegiance.

City Administrator, Fred Gress opened the PUBLIC HEARING TO CONSIDER A CONDITIONAL USE PERMIT FOR DONNA RENFROW, 202 CHERRY LANE, TO PERMIT AN IN HOME DAYCARE.

Fred asked if anyone wished to speak in favor or opposition.

Donna Renfrow: My name is Donna Renfrow, and I have had a home daycare for fourteen (14) years. I started it because my children, one was seven (7), and the other one was four (4) years old and I wanted to be home with them when they went to school and when they came home from school. So I decided to stay home and watch children and be home for my children also. Now I wasn't aware of the permit until I thought I would save some money and instead of putting an ad in the paper, I thought well I'll just put a sign outside my house. And then I got something in the mail saying that I needed a permit to have a childcare. So that is the reason that I'm here. I watch five (5) children. Three (3) are full-time, and two (2) are part-time. Mostly I'm word of mouth or I do use the newspaper from time to time. A lot of times, there has been a few times actually and just recently somebody who is going to have a baby soon came over and asked if I would watch their little newborn. And I asked who told you about me? And she said Sandy over at Smart Start. Now Smart Start will not accept children under a certain age. And so I've done this about three times this would be about my fourth time that I have watched children for Smart Start, or they have recommended me. And after a certain age then they go over to Smart Start. The children that I watch I have watched over 250, 300 children I have helped raise. I feel like I'm their second mother, I guess you could say a grandmother at my age now. And I just feel like a lot of times there are parents that do

not want their child in a childcare environment to where they would rather be in the at home environment for a certain length of time. And I do recommend that any of the children that I do have, go to preschool. I think it's very important because kindergarten teachers do say that when a child goes to preschool they can surely tell the difference. Now the children I do have do learn how to count, do their ABC's, know their colors. I feel a lot better if they go to preschool over at Smart Start or wherever, Tiger Tails wherever they decide they want to go. Now that's about it. Like I said I've been doing this for fourteen (14) years now and I would like to continue my childcare with these children. I've had, a little boy that I've had since he was newborn. He will be five (5) December 14th. His brother is nine (9) months old. He will be a year old December 6th. And I am very close to them. I am very close to all my children. I would really like to continue what I'm doing. And I do have a few questions. If I am permitted to have this permit what does this intel in other words, can I put a sign up, can I now put a sign up, or what does this permit do? Is it because of what happened a few years back because of the problem we had with the foster family? And I was just wondering how this all came about with the permit and that's what I was wondering from you?

Mayor Thomas J. Keltner: The use permit has been in the ordinance for years.

Donna Renfrow: Four (4) or five (5) years now?

Mayor Thomas J. Keltner: Oh longer than that I mean I don't know how long. Richard it was before you probably wasn't it?

Richard Simpson: Yeah I've been around since 96.

Donna Renfrow: Oh is that right? O.k. o.k.

Mayor Thomas J. Keltner: It's just an ordinance that's been on the books for as long as I've been involved in the city.

Donna Renfrow: O.k. and what does the permit permit?

Mayor Thomas J. Keltner: It allows you to operate a business in a residential area, short of it.

Donna Renfrow: O.k. Now as far as cars there is no problem because my driveway is out on Farmer its not on Cherry. My address is Cherry Lane but it's on the corner and there is absolutely no problem with cars whatsoever, with parking or getting in anybody's way. I think that's about it.

Gordon O'Quinn: Are you state licensed for this?

Donna Renfrow: Oh that's what I wanted to tell you. I'm registered but I'm not certified. I'm not state licensed. Now in order to be state licensed I would have to go through a program a so forth and be licensed with the state. I am registered with the state

and I've also been through a background check so they know that I'm not a bad person so to speak. But I'm registered because a few years back I had a couple of children I was watching that was being paid, so the state would pay me so much a month where as the mother who was a single mother of two (2) boys was only paying so much to me a week.

Gordon O'Quinn: The reason I'm asking we have had another request for a permit for daycare back in May or June and she was state licensed and I'm thinking if you keep over three (3) kids that are unrelated to you you're suppose to have a state license. A fire marshal comes in and checks for smoke detectors, fire alarms in your house. And they also check, the health department also comes in and checks your kitchen and stuff. That's the reason why I was asking.

Donna Renfrow: Actually, now the state childcares that are licensed, they are allowed eight (8) to ten (10) children. And what I have is four (4) children that are allowed. I do not...my children ones twenty three (23) and one is nineteen (19). And how it goes is I have the four (4) open slots o.k. but I have five (5) children. Like I have Braden on Monday, Wednesday, Friday. And I have Clair on Tuesday and Thursday which is that whole slot, one week slot. That's why I have five (5). Only because I have two (2) that are in school, one on Tuesday, Thursday, and the other ones in Monday, Wednesday, Friday school.

Mayor Thomas J. Keltner: So any one time you only have two.

Donna Renfrow: Today I had three (3). I'm so tired it seemed like a hundred because the two (2) little girls are both opposites and they like to argue and they have strong personalities you know. Any other questions?

Mayor Thomas J. Keltner: Thank you.

Fred asked if anyone else wished to speak in favor or against. No one spoke. Fred closed the Public Hearing.

Special Recognition (Awards, Certificates, and Honors)

None

Mayor Thomas J. Keltner called the meeting to order.

Agenda Amendments/Approval of agenda

Mayor Thomas J. Keltner stated that there were several amendments to the agenda. Item number thirteen (13) has been requested to be removed. The following were requested to be added to the agenda. Item number thirteen (13) bids at B Lift Station for some maintenance work. Item number fourteen (14), problem areas on some water samples. Item number fifteen (15), work with the school on safe routes. Item number sixteen (16), set a date for joint meeting with the school board. Item number seventeen (17), update from Fred on the schools long range planning committee.

Motion made by Richard Simpson with second by Bill Caplinger to approve the amendments to the agenda. All votes yes. Motion carried.

Minutes 09/11/06 & 09/25/06

Motion made by Bill Caplinger with second by Gordon O'Quinn to approve the minutes of the September 11th, 2006 meeting. All votes yes. Motion carried.

Motion made by Gordon O'Quinn with second by Richard Simpson to approve the minutes of the September 25th, 2006 meeting. All votes yes. Motion carried.

Citizens Input

None

Financial Report

Motion made by Richard Simpson with second by Gordon O'Quinn to approve the August financial statements. All votes yes. Motion carried.

Request approval for mailing out city survey, preprint return address & pre-place stamp, postage per stamp (\$.39) total amount approximately \$2488.98.

Motion made by Richard Simpson with second by Bill Caplinger to approve the survey questions. All votes yes. Motion carried.

Motion made by Bill Caplinger with second by Richard Simpson to approve option #3- Preprint return address & pre-place stamp, postage per stamp (\$.39) total amount approximately \$2488.98. All votes yes. Motion carried.

Motion made by Richard Simpson with second by Gordon O'Quinn to pay the outstanding bills. All votes yes. Motion carried.

Questions for Department Heads

Aldermen Gordon O'Quinn asked Charlie Jones, Director of Public Works about the fire hydrant not working at 306 Main. Charlie stated that some fire hydrants in the old part of town don't work and some are on four inch lines. DNR requires lines to be at least six inches. Fred stated that he would check in to this matter tomorrow and get back with Aldermen O'Quinn.

Aldermen Simpson asked Randy Brown Director of Development about the seminar that he had attended. Randy stated that the seminar was at Doling Park Family Center. United Waterworks was the sponsor. Speaker discussed chlorination somewhat. They had several topics. They discussed chlorination, UV disinfection and a couple of other topics. Randy stated that it was a very good seminar.

Conditional Use Permit for In-home Daycare

BILL NO. 06-26

ORDINANCE NO. 061010

AN ORDINANCE GRANTING A CONDITIONAL USE PERMIT PERMITTING AN IN-HOME DAYCARE AT 202 CHERRY LANE, WILLARD MISSOURI, IN R-1 DISTRICT, OF THE FOLLOWING DESCRIBED PROPERTY:

First reading by Deputy City Clerk, Linda Murray.

Motion made by Richard Simpson with second by Bill Caplinger to approve the first reading. Bill Caplinger-yes. Gordon O'Quinn-yes. Richard Simpson-yes. All votes yes. Motion carried.

Second reading by Deputy City Clerk, Linda Murray.

Motion made by Bill Caplinger with second by Gordon O'Quinn to approve the second reading. Bill Caplinger-yes. Gordon O'Quinn-yes. Richard Simpson-yes. All votes yes. Motion carried.

Bids-Irrigation System for Soccer Fields

Fred Gress City Administrator discussed irrigation system for Soccer Fields. The city received three different bids. P& K Irrigation: w/50 GPM Pump \$40,000.00, w/70 GPM Pump \$31,000.00, Option B w/50 GPM \$23,500.00. Wickman Gardens: 37 GPM \$29,060.00, 66.6 GPM \$28,310.00. Nature's Rain: did not specify \$37,800.00.

Fred requested to authorize city staff to negotiate with P & K Irrigation in the amount up to \$23,500.00. Motion made by Bill Caplinger with second by Richard Simpson to approve city staff to negotiate with P & K Irrigation in the amount up to \$23,500.00. All votes yes. Motion carried.

Fred requested approval to extend the amount for irrigation pump from Hewitt Messenger in the amount of \$3400. This would be for a 10HP, 50 GPM instead of a 5HP, 30 GPM. Motion made by Richard Simpson with second by Bill Caplinger to approve to extend the amount for irrigation pump from Hewitt Messenger in the amount of \$3400. All votes yes. Motion carried.

2007 Municipal Election

BILL NO. 06-27

ORDINANCE NO. 061010

AN ORDINANCE CALLING FOR THE REGULAR ELECTION IN THE CITY OF WILLARD, MISSOURI, FOR THE PURPOSE OF HAVING THE QUALIFIED VOTERS OF SAID CITY, ELECT A MAYOR, AND TWO ALDERMEN, DESIGNATING A TIME OF HOLDING SAID ELECTION, PRESCRIBING THE INFORMATION FROM THE BALLOT TO BE USED THEREAT, AND AUTHORIZING THE CITY CLERK TO GIVE SUCH INFORMATION AND NOTICE OF SAID ELECTION TO THE COUNTY CLERK OF GREENE COUNTY.

First reading by Deputy City Clerk, Linda Murray.

Motion made by Richard Simpson with second by Bill Caplinger to approve the first reading. Bill Caplinger-yes. Gordon O'Quinn-yes. Richard Simpson-yes. Motion carried.

Second reading by Deputy City Clerk, Linda Murray.

Motion made by Bill Caplinger with second by Gordon O'Quinn to approve the second reading. Bill Caplinger-yes. Gordon O'Quinn-yes. Richard Simpson-yes. Motion carried.

Citizens Corp Program Grant-\$2000

Donna Gordon Emergency Management Director explained the Citizens Corp Program Grant. Donna stated that this grant was for CERT, neighborhood watch, weather spotters, and safe return.

Motion made by Richard Simpson with second by Gordon O'Quinn to approve the Citizens Corp Program Grant in the amount of \$2000. All votes yes. Motion carried.

Electronic Grant Management System-\$7700

Donna Gordon Emergency Management Director explained the Electronic Grant Management System. Donna stated that this grant was for CERT training, instructors, and supplies for the CERT trailer.

Motion made by Richard Simpson with second by Bill Caplinger to approve the Electronic Grant Management System in the amount of \$7700. All votes yes. Motion carried.

Marston and Marston Contract

Motion made by Richard Simpson with second by Bill Caplinger to approve the Mayor to sign the contract. All votes yes. Motion carried.

Bids-B Lift Station

Request to put together specification to do maintenance work.

(City Clerk, Kathy Snyder arrived)

Motion made by Bill Caplinger with second by Gordon O'Quinn to approve city staff to put together specifications and request bids for maintenance work on B-Lift Station. All votes yes. Motion carried.

Water Samples

City Administrator Fred Gress stated that the city has one location where the required water sample testing came back with a positive result. Until now that location has never come back with a positive. This does not mean that the water is bad. This means there is a presence there indicated by the test. The city has taken two samples at this location and one came back positive and the other came back negative. Mayor Thomas J. Keltner asked what the water sample was positive for. Randy Brown Director of Development stated that it was coliform bacteria. City Administrator Fred Gress stated that the city has done four follow up test in the area and all but one came back good. As of today (October 10th) we have taken samples at both wells and will know the results tomorrow (October 11th). Aldermen Richard Simpson asked where the sample was taken. Randy Brown stated that it was 811 Barwick. This location is one of the sampling sites that the city has used for a long time. Mayor asked if it was more than one contaminate. Randy Brown stated that DNR requires us to test for coliforms. They use to allow you so many colonies per million plate count. Now it is either presence or absence. It can be just one germ and it would be positive. The city has added more lines to the system and has

increased the water pressure. The city has also extended the line on Jeb Street which has been a dead end line for several years. Randy stated that this additional maintenance to the system could have stirred the water up and also possibly broken some old residue loose on the line. Aldermen Bill Caplinger asked how long we do the testing before it will be good. City Administrator Fred Gress stated that the city would find out tomorrow (October 11th) then the city will do the required five monthly tests at the regular sampling stations. The flushing is part of this solution, and the city has been routinely flushing the entire city. Fred Gress City Administrator stated that we wanted to be up front with the board and the public about this issue. The water is safe to drink, but the positive sample will show up in our annual water report.

Safe Routes to School

City Administrator Fred Gress discussed the grant application for Safe Routes to school program that the State of Missouri offers. This grant has been funded through the fiscal period of 2009. This can be applied to K-8th grade facilities and is a 100% grant. The intent of the grant application is to try and install pedestrian crosswalks at Farmer Road and Highway 160, along the sidewalk up on the South side of Highway 160, a sidewalk in front of the North facility up Farmer Road, also will include flashers on Miller Road by the Middle School.

Motion made by Richard Simpson with second by Bill Caplinger to approve City Administrator Fred Gress to work with the school and move forward with the Safe Routes to School Grant Application. All votes yes. Motion carried.

Joint meeting with School Board

City Administrator Fred Gress stated that the city needed to work close with the school. Fred would like to schedule this meeting in November. Aldermen Richard Simpson asked if the school board members would be notified individually. Fred stated that the school board members would be notified. Meeting was scheduled for Tuesday November 14th, 2006 at 7:00 p.m.

Update on the schools Long Range Plan

Short terms goals-Safe Route to School Program, New stadium.

Long range goals-Evaluating all of the school facilities, growth in the area, projections of growth, and determination of what kind of impact that is going to have on the facilities.

Old Business

None

Mayor Thomas J. Keltner stated that the board would be going into closed session to discuss legal and personnel matters.

Motion made by Richard Simpson with second by Bill Caplinger to adjourn the open session. All votes yes. Motion carried.

Open session adjourned.

Motion made by Richard Simpson with second by Bill Caplinger to reopen the open session. All votes yes. Motion carried.

Motion made by Bill Caplinger with second by Gordon O'Quinn to allow in the 2007 budget a 2% cost of living, and 2% merit after review of each employee evaluation. All votes yes. Motion carried.

Mayor requested that all evaluations be submitted to the board for review before given to the employee.

Motion made by Richard Simpson with second by Gordon O'Quinn to approve Fred Gress City Administrator a \$5000 raise, to be effective as of January 1st, 2007. All votes yes. Motion carried.

Motion made by Richard Simpson with second by Gordon O'Quinn to approve 26 pay periods annually for all employees, starting January 1st, 2007. All votes yes. Motion carried.

Motion made by Richard Simpson with second by Bill Caplinger to adjourn meeting. All votes yes. Motion carried.

Meeting adjourned.

Kathy Snyder, City Clerk