

**ROLLA CITY COUNCIL MEETING MINUTES
MONDAY, DECEMBER 17, 2012; 6:30 P.M.
ROLLA CITY HALL COUNCIL CHAMBERS
901 NORTH ELM STREET**

Presiding: Mayor William S. Jenks, III

Council Members in Attendance: William Lindgren, Jr., Monty Jordan, Greg Sawyer, Steven Leonard, Gary Hicks, Don Morris, Carrolyn Bolin, Tony Bahr, and Fran Mazanec

Council Members Absent: Kelly Long, Lou Magdits, and Jim Williams

Department Directors in Attendance: Finance Director Steffanie Rogers, Parks and Recreation Director Scott Caron, Environmental Services Director Brady Wilson, Community Development Director John Petersen, Fire Chief Robert Williams, Police Chief Mark Kearse, and Public Works Director Steve Hargis

Other City Officials in Attendance: City Administrator John Butz, City Counselor Carolyn Buschjost, Communications Director Scott Grahl, and City Clerk Carol Daniels

Mayor William S. Jenks, III, called the meeting to order at approximately 6:30 p.m. and asked a member of the Rolla Ministerial Alliance to give the invocation.

Following the invocation, Councilman Tony Bahr then led in the Pledge of Allegiance.

I. PUBLIC HEARINGS

None.

II. SPECIAL PRESENTATIONS

(A) Recognition of Parks & Recreation Staff for Receiving the James Farrell Award of Excellence: Mayor Jenks recognized Ms. Kristy Rich and Mr. Stan Busch of the Parks and Recreation Department for the Department recently being awarded the James Farrell Award of Excellence for the six Softball National Tournaments in 2012. This award is based on the highest rated ASA National Championships in the United States. A tournament must score above 95% from the ASA National Office, the ASA National Tournament representative, and the ASA National Umpire-in-Chief. Each of the tournaments in Rolla received 100%.

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II. SPECIAL PRESENTATIONS (continued)

(B) 2012 Baseball/Softball Season Analysis: Parks and Recreation Director Scott Caron provided an overview of the 2012 Baseball/Softball Season Analysis. Mr. Caron entertained questions from the Council following his presentation.

III. OLD BUSINESS

None.

IV. NEW BUSINESS

(A) Resolution Authorizing the Mayor to Execute a Contract Agreement with Jarrell Mechanical Contractors for Natatorium Mechanical Upgrades at The Centre: Parks and Recreation Director Scott Caron recalled that during the November 5, 2012, meeting, the Council authorized staff to negotiate a contract with Jarrell Mechanical Contractors to construct natatorium mechanical upgrades. He said Jarrell Mechanical Contractors identified four other issues that were not in the original Request for Proposal (RFP) they feel need to be done to increase efficiency and controls. Mr. Caron informed the Council that Jarrell recommends proceeding with the following: 1) Air balance the entire air distribution system in the pool area for \$30,500; 2) duct clean the duct bank for \$19,800, and; 3) Increase temperature, humidity and chloramines monitoring for \$7,750. He told the Council Jarrell's original bid was just over \$400,000. With the additional four items, the total contract is \$466,842. Mr. Caron said staff recommends approval of the original contract along with the four additional items for a total of \$466,842. He added staff would like to use the funds from the Recreation Center Depreciation Account.

Following a brief discussion, City Counselor Carolyn Buschjost read the following proposed resolution for one reading, by title. RESOLUTION NO. 1789: A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A CERTAIN CONTRACT AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI, AND JARRELL MECHANICAL CONTRACTORS FOR NATATORIUM MECHANICAL UPGRADES AT THE CENTRE. A motion was made by Bahr and seconded by Morris to approve the proposed resolution. After additional discussion, a voice vote on the motion showed nine ayes, zero nays, and three absent. Motion carried. The resolution passed.

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IV. NEW BUSINESS (continued)

(B) Motion Authorizing Participation in a Cooperative Procurement Agreement with the City of Independence, Missouri, for Sanitary Sewer Line Reconstruction:

Public Works Director Steve Hargis referred the Council to the proposal from Insituform Technologies USA to reconstruct approximately one mile of sanitary sewer as well as a section of 30 inch storm sewer off Pinetree Road between some houses. He explained this process completely revitalizes the pipes by putting a liner on the inside so excavation is not necessary. Mr. Hargis indicated this is a more cost-effective process and is much less disruptive to the areas adjacent to the improvements. He informed the Council this project was done last year in the Forum area and was very successful. Mr. Hargis said this year's total work comes to \$178,501.10 and staff recommends approval. After discussion, a motion was made by Morris and seconded by Jordan to authorize the Public Works Department to participate in a cooperative procurement agreement with the City of Independence, Missouri, for sanitary sewer line reconstruction. A voice vote on the motion showed nine ayes, zero nays, and three absent. Motion carried.

(C) Ordinance Authorizing the Mayor to Execute a Certain Cost Share Agreement with the Missouri Highways & Transportation Commission for the Route V Project:

Public Works Director Steve Hargis recalled the City was able to obtain a Delta Regional Grant of \$130,000 and some STP Federal Entitlement Funds of \$220,000 totaling \$350,000 to assist in the improvements at Route V, Interstate 44, and the Hypoint Boulevard area. He indicated the State would design the improvements and complete the project for a total of \$582,155. Mr. Hargis said the Missouri Department of Transportation (MoDOT) approved the City for the cost-share program. Staff is recommending approval of the subject ordinance.

After some discussion, City Counselor Carolyn Buschjost read the following proposed ordinance for its first reading, by title. ORDINANCE NO. 4063: AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE IN BEHALF OF THE CITY OF ROLLA, MISSOURI, A CERTAIN COST SHARE AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI AND THE MISSOURI HIGHWAY AND TRANSPORTATION COMMISSION. A motion was made by Bahr and seconded by Jordan to suspend the rules and that the ordinance be read for its final reading, by title. A voice vote on the motion showed nine ayes, zero nays, and three absent. Motion carried. Ms. Buschjost then read the proposed ordinance for its final reading, by title. A motion was made by Bahr and seconded by Bolin to approve the proposed ordinance. A roll call vote on the motion showed the following: Ayes; Leonard, Mazanec, Bolin, Lindgren, Bahr, Jordan, Morris, Hicks, and Sawyer. Nays; None. Absent; Williams, Magdits, and Long. Motion carried. The ordinance passed.

IV. NEW BUSINESS (continued)

(D) Resolution Authorizing the Mayor to Execute Task Order No. 6 with HDR Engineering for Improvements at the Southeast Wastewater Treatment Plant:

Public Works Director Steve Hargis recalled that a couple of years ago the City of Rolla entered into a professional services contract with HDR Engineering to provide engineering services for the City's wastewater operation. To date, five task orders have been approved, four are complete, and the fifth task order pertains to the design and construction of the disinfection unit at the Southeast Wastewater Treatment Plant. Mr. Hargis asked Council to consider approving Task Order No. 6, which entails two activities. He explained the City's present method of sludge disposal is to use a piece of agricultural equipment to take the sludge, following treatment, and apply it to farmland. Mr. Hargis said this unit has seen its useful life and this particular method has seen its useful period of acceptance through the Department of Natural Resources (DNR). The second activity would be to replace the existing lab facility, which was originally built in 1955, and is small and outdated.

Councilman Morris pointed out that the resolution contained in the agenda packet indicates the agreement is with Integrity Engineering and the body of the resolution states it is for Task Order No. 5. Mr. Hargis indicated the resolution should state it is with HDR Engineering, Inc., and it is for Task Order No. 6.

Following a brief discussion, City Counselor Carolyn Buschjost read the following proposed resolution for one reading, by title. RESOLUTION NO. 1786: A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI, A CERTAIN TASK ORDER NUMBER 6 AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI AND HDR ENGINEERING, INC. Ms. Buschjost pointed out that Section 1 of the proposed resolution was verbally modified. A motion was made by Bahr and seconded by Morris to approve the proposed resolution. A voice vote on the motion showed nine ayes, zero nays, and three absent. Motion carried. The resolution passed.

(E) Resolution Authorizing the Mayor to Execute an Agreement with Phelps County for Pictometry Imaging Services:

Mayor Jenks indicated the Council would be asked to consider a motion at this meeting on this item rather than a resolution, since the subject agreement has not been completed.

City Administrator John Butz informed the Council that the attorneys have not yet completed the subject agreement with Phelps County for pictometry imaging services. He said the agreement would be with the City of Rolla, Phelps County Commission, and

IV. NEW BUSINESS (continued)

(E) Resolution Authorizing the Mayor to Execute an Agreement with Phelps County for Pictometry Imaging Services (continued): the Phelps County Emergency Services Board. Mr. Butz said the three-party agreement would empower the County to proceed with this contract with Pictometry. He said the agreement should be completed by the end of December and brought to the Council for formal consideration during its January 7, 2013, meeting. Mr. Butz explained that Pictometry is a sole sourced technology and is an integrated mapping system, which takes a lot of the aerial mapping imagery and adds an oblique opportunity where you can see, to a degree, the angles of the building so it is not a topped down view. Mr. Butz explained the contract would be between Phelps County and Pictometry Imaging. The total contract amount is \$260,000 paid out over six years and includes flights every two years. Rolla's portion of that cost will be \$40,000 over the six years. Mr. Butz said he sees this as an important link for the Engineering, Planning and Community Development, Police, Fire, Sewer, and Street Departments. These six divisions would share in the cost of the \$40,000 over the next six years. Mr. Butz pointed out the City would spend half this amount just for the updated aerial mapping.

Mr. Bill Wiggins, Phelps County Assessor, who has been leading this effort on behalf of Phelps County, addressed the Council and entertained their questions and comments.

A motion was made by Morris and seconded by Bolin to authorize the City to participate with the County in Pictometry Imaging. A voice vote on the motion showed eight ayes, zero nays, three absent, and one abstention by Sawyer. Motion carried.

V. CLAIMS and/or FISCAL TRANSACTIONS

(A) Motion to Purchase Crack Filling Material from Sasco Pavement Coating, Inc.: Public Works Director Steve Hargis informed the Council that the City currently purchases the material for its crack-filling program from Sasco Pavement Coating, Inc., Springfield, Missouri. He said the City sends a dump truck to Springfield, Missouri two to three times a year to get what is needed. With the additional work on Runway 13-31 at the Rolla National Airport along with the normal street work, it will require almost a full dump truck load of material. If a full truckload of material is purchased, Mr. Hargis told the Council the City would receive a discounted price. Staff estimates there will be about 7,500 pounds of excess material that could be stored for next year's work. Because of the savings of about \$0.12/pound, Mr. Hargis said staff recommends purchasing 45,000 pounds of the pavement coating at \$0.653/pound for a total of \$29,385. A motion was

V. CLAIMS and/or FISCAL TRANSACTIONS (continued)

(A) Motion to Purchase Crack Filling Material from Sasco Pavement Coating, Inc. (continued): made by Bahr and seconded by Bolin to purchase 45,000 pounds of Crafcro 515 Roadsaver from Sasco Pavement Coating, Inc., 718 North Broadview Plaza, Springfield, Missouri, utilizing Missouri Department of Transportation (MoDOT) bid #RFB2-091208ASI for a complete truckload of a maximum of 45,000 pounds at \$0.653/pound or for a total of \$29,385. A voice vote on the motion showed nine ayes, zero nays, and three absent. Motion carried.

VI. MAYOR/CITY COUNCIL COMMENTS

(A) Recognition of Retiring Councilman Gary Hicks: Mayor Jenks recognized and thanked retiring Ward III City Councilman Gary Hicks for his service to the City of Rolla and the Rolla community. Mr. Hicks served on the City Council from April 2005 to December 2012.

(B) Motion to Appoint Ward III Councilmember: Mayor Jenks indicated two, well-qualified individuals have expressed interest in completing the unexpired term of Ward III Councilman Gary Hicks. He added that both individuals have also filed their candidacy for the Ward III Council seat in the April 2013 election. Mayor Jenks stated that he recommends the appointment of Ms. Susan Eudaly for two reasons. First, he said he would like to have more women serving on the Council. Secondly, Ms. Eudaly has been a previous Council member representing Ward III and has a good deal of experience. A motion was made by Bahr and seconded by Morris to appoint Ms. Susan Eudaly to complete the unexpired term of Ward III Councilman Gary Hicks. A voice vote on the motion showed nine ayes, zero nays, and three absent. Motion carried.

(C) Review and Adoption of the 11/2012-10/2013 City Administrator's Goals and Objectives: Mayor Jenks asked the Council if they have any comments regarding the City's Administrator's proposed goals and objectives for the November 2012 – October 2013 period. Councilman Sawyer said he has a problem with the recapture rate for The Centre. He said he believes City Administrator John Butz and Parks and Recreation Director Scott Caron are both doing everything they can to achieve it.

Mr. Butz commented that staff is hoping to be much closer to 90% than 80% this next year primarily because Mr. Caron's salary, which previously had all been charged to the Recreation Center, will now be split between the Recreation Center and Parks and Recreation. Additionally, the position previously held by Mr. George Lewis, has not

VI. MAYOR/CITY COUNCIL COMMENTS (continued)

(C) Review and Adoption of the 11/2012-10/2013 City Administrator's Goals and Objectives (continued): been replaced in addition to one recreation coordinator position. Mr. Butz noted that these personnel adjustments would not be reflected financially until the 2013 budget. He added the City Administrator's Review Committee would conduct a mid-year review of his goals and objectives in May. If any adjustments need to be made based on things outside of our control, the Committee will report to the Council. Mr. Butz said he prefers a high standard in this area, because it helps staff push toward that goal.

Mr. Butz recommended that Item 4 under Goal No. 3 – Parks and Recreation Center Issues, be deleted. He said the budget cuts/cut-backs in park maintenance issues might have been issue, but with the heat and the drought conditions, staff stopped cutting grass for about six weeks. Had it been a typical summer, Mr. Butz stated the City believes we would have been hearing a lot of comment from the public on dissatisfaction of our park conditions.

A motion was made by Hicks and seconded by Morris to approve the City Administrator's Goals and Objectives for the period from November 2012 to October 2013. A voice vote on the motion showed nine ayes, zero nays, and three absent. Motion carried.

VII. CITIZEN COMMUNICATION

(A) Frisco Line Neighborhood Association Semi-Annual Report: Ms. Rhonda Myers, representing the Frisco Line Neighborhood Association, reported that things are going well in the neighborhood and they have a good handle on the small stuff, i.e., street cleanups, getting to know our neighbors, knowing how to report crime. She reported the Association has partnered with Vineyard Church, who has help cut down trees and help with disposal of the larger areas of brush.

(B) Open Citizen Communication: Mayor Jenks opened the floor to anyone wishing to address the Council.

Regarding the park maintenance cut backs, Ms. Michelle Broxton, Rolla, Missouri, indicated she participated as a member of the community and with Greentree Church in some neighborhood cleanups. She said the citywide cleanups in the Huffman Trailer Park have made a huge difference. Ms. Broxton said she wondered if the community could be given the opportunity to help maintain the parks.

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VII. CITIZEN COMMUNICATION (continued)

(B) Open Citizen Communication (continued): City Administrator John Butz said the City is looking into an “adopt-a-park” concept, which has worked in other communities.

VIII. COMMENTS FOR THE GOOD OF THE ORDER

(A) Property at 408 Walnut: Councilman Bahr noted the house at 408 Walnut, located on the southeast corner of Benton Square, was razed about four or five weeks ago, but the debris has not been removed and the sidewalk has been broken. He asked Community Development John Petersen how the City handles these issues.

Mr. Petersen told Mr. Bahr that City staff has been in communication with the property owner who will be removing the material and repairing the broken sidewalk.

(B) Highway 72 and Rolla Street: Councilman Bahr mentioned the guttering on the duplex at Highway 72 and Rolla Street, owned by Kelly and Larry Martin, is falling off on the Highway 72 side of the building. He asked Community Development Director John Petersen if the City could ask the property owners to either repair the gutters or remove them to where it would not look so unsightly.

Mr. Petersen indicated the City would inspect this property.

(C) Safety Concerns for Joggers and Cyclists: Councilwoman Bolin asked if something could be done to make joggers and cyclists more aware of drivers. She said drivers are usually considered at fault if something happens.

Mayor Jenks commented that this could be addressed through public announcements.

IX. EXECUTIVE SESSION

A motion was made by Lindgren and seconded by Bolin to adjourn into Executive Session pursuant to RSMo. 610.021 to discuss real estate. A roll call vote on the motion showed the following: Ayes; Jordan, Bahr, Hicks, Bolin, Leonard, Mazanec, Sawyer, Morris, and Lindgren. Nays; None. Absent; Williams, Magdits, and Long. Motion carried.

The Council adjourned into Executive Session at approximately 8:05 p.m.

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X. EXECUTIVE SESSION ACTION

The Council reconvened into open session at approximately 8:18 p.m.

City Counselor Carolyn Buschjost reported that during Executive Session the City Council voted on two matters of real estate, pending a response from a third party.

XI. ADJOURNMENT

Having no further business, the meeting adjourned at 8:18 p.m.

Minutes respectfully submitted by City Clerk Carol Daniels.

CITY CLERK

MAYOR

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