

**ROLLA CITY COUNCIL MEETING MINUTES
MONDAY, JULY 1, 2013; 6:30 P.M.
ROLLA CITY HALL COUNCIL CHAMBERS
901 NORTH ELM STREET**

Presiding: Mayor William S. Jenks, III

Council Members in Attendance: Rhonda Sue Myers, Monty Jordan, Greg Sawyer, Steven Leonard, Susan J. Eudaly, Lou Magdits, Jim Williams, Brian Woolley, Tony Bahr, and Fran Mazanec

Council Members Absent: Kelly Long and Don Morris

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

Other City Officials in Attendance: City Administrator John Butz, City Counselor Lance Thurman, City Building and Codes Administrator Steve Flowers, and City Clerk Carol Daniels

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

Councilman Tony Bahr then led in the Pledge of Allegiance.

I. CONSENT AGENDA

A motion was made by Williams and seconded by Sawyer to approve the consent agenda as submitted. A voice vote on the motion showed ten ayes, zero nays, and two absent. Motion carried.

The consent agenda consisted of the following:

(A) Approval of the Rolla City Council Minutes for the following:

- 1) Rolla City Council Meeting – June 3, 2013
- 2) Rolla City Council Meeting – June 17, 2013
- 3) Rolla City Council Executive Session Meeting – June 17, 2013

II. PUBLIC HEARINGS

None.

III. ACKNOWLEDGMENTS AND SPECIAL PRESENTATIONS

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(A) 2012 Tourism Audit Report: Ms. Amanda Wiggins, CPA with Kean & Company, LLC, Rolla, Missouri, provided an overview of the Rolla Area Chamber of Commerce's Motel Tax Fund audit for the years 2012 and 2011. Ms. Wiggins reported no adverse findings were noted during the course of the audit.

(B) First Quarter 2013 Tourism Report: Rolla Area Chamber of Commerce Executive Director Stevie Kearse provided an overview of the First Quarter 2013 Tourism Report and marketing efforts. Following her report, she entertained comments and questions from the Council.

IV. REPORT OF MAYOR and COUNCIL/REPORTS OF BOARDS AND COMMISSIONS/CITY DEPARTMENTS

Mayor Jenks referred the Council to **(A)** the May 2013 Centre Financial Analysis; **(B)** the May 31, 2013, City's Cash Position and Expenditure Report; **(C)** the Environmental Services Department Monthly Report, and; **(D)** the June 7, 2013, Refuse Service Review Committee Meeting Minutes.

V. OLD BUSINESS

(A) Ordinance Repealing Chapter 14 of the Rolla City Code and Enacting a New Chapter 14 Pertaining to Fire Protection: Fire Chief Robert Williams recalled during the Council's last meeting, the first reading of the subject ordinance that would update Chapter 14 of the Rolla City Code was conducted. Much of the Council dialog, which followed, focused on the requirement to obtain a permit before using a fire pit. Chief Williams said using a fire pit is considered an open burn and for any open burn within the city limits, a permit is required.

City Administrator John Butz pointed out Fire Department staff has been working for at least the past six months on the complete rewrite of Chapter 14. He said there is no rush to take action on the ordinance at this meeting. Mr. Butz noted this is a very aggressive

V. OLD BUSINESS (continued)

(A) Ordinance Repealing Chapter 14 of the Rolla City Code and Enacting a New Chapter 14 Pertaining to Fire Protection (continued): ordinance and it is important the Council is comfortable with what is contained within the ordinance. He asked the Council to provide input to staff before the next Council meeting and the ordinance would be edited accordingly.

After additional discussion, the Council decided to postpone consideration of the subject ordinance until the next Council meeting to give the Council an opportunity for further review.

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VI. NEW BUSINESS

(A) Discussion Regarding Date of Annual City-Wide Cleanup: Environmental Services Director Brady Wilson recalled a few meetings ago Councilman Bahr raised the issue of dealing with extra waste that is left at the curb, specifically during the exodus of students at the end of Missouri S&T's spring semester. Mr. Wilson noted the suggestion was made about possibly changing the date of the spring citywide cleanup. He reported the Refuse Service Review Committee met and considered this option. At the onset of the meeting, Mr. Wilson indicated Councilman Bahr's idea to consider changing the date of the cleanup had some merit. As the Committee began to discuss the particulars of this scenario, they began to change their minds. Mr. Wilson explained the Committee recommends leaving the annual cleanup date as the first Saturday in April for the following reasons: 1) the community has become accustomed to the cleanup on the first Saturday in April; 2) Missouri S&T's graduation date will not be consistent from year to year; 3) the exodus of students occurs over a four to six week period; 4) moving the cleanup to May or June could mean much warmer temperatures affecting City crews; 5) extra trash left at the curb occurs throughout the year and not just during the student exodus; 6) changing the date of the cleanup would cater primarily to the students and landlords, and; 7) determining ownership of extra trash at the curb can be difficult, particularly in duplex and four-plex situations. Mr. Wilson reiterated it is the opinion and recommendation of the Committee to leave the spring cleanup as the first Saturday in April and use the other methods available through the Environmental Services Department for addressing extra waste at the curb. Mr. Wilson then entertained questions and comments from the Council.

VI. NEW BUSINESS (continued)

(B) Discussion Regarding Height of Grass, Weeds, and Rank Vegetation: City Administrator John Butz recalled during the Council's last meeting Councilman Williams asked if the City's high grass policies needed to be modified, or if there is some way to expedite the abatement of high grass/weeds. Mr. Butz referred the Council to a copy of the statutory reference relative to all cities and towns dealing with high grass/weeds as well as a copy of Rolla's ordinances. He noted there is a conflict with what is in the City's existing ordinances relating to the height of grass/weeds. Mr. Butz pointed out the grass height is set at twelve inches in two separate locations in the City Code. The International Property Maintenance Code, which was adopted by City ordinance, limits the height to ten inches. From the time a complaint is received by the City, the property is inspected, and notice is provided to the property owner, the period can run from five to seven days. Consequently, a twelve-inch violation can quickly become a fourteen to sixteen inch violation. Mr. Butz indicated a suggestion was made to lower the height from twelve inches to ten inches, which would be consistent with the International Property Maintenance Code. He referred the Council to the sampling of 21 cities, included in the agenda materials, referencing high grass standards ranging from seven inches to twelve inches with an average height of nine inches. Mr. Butz said it might make sense for the City to lower the height

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from twelve inches to ten inches. Following discussion, the Council consensus was to authorize staff to draft an ordinance lowering the grass height from twelve inches to nine inches.

(C) Resolution Authorizing the Mayor to Execute an Agreement with Missouri S&T for Improvements to 10th and Rolla Street Parking Lot and Improvements and Dedication of International Village Drive:

Public Works Director Steve Hargis indicated the following three items are interrelated. He noted the City is in its second year of working on a Community Development Block Grant (CDBG) to construct public parking in the downtown area. Mr. Hargis said the subject parking lot leases, with two property owners, are for the property located at Tenth and Rolla Streets. The public lot, proposed at Sixth and Elm Street, has been purchased by the City using Community Development Block Grant funds.

The subject parking lot lease with Missouri S&T is for the property located at the corner of Tenth and Main Streets. In addition to improving the parking lot, Missouri S&T is requesting the City improve International Village Drive. Mr. Hargis informed the Council that Missouri S&T would pay for the materials and the City would provide the labor. Following completion of International Village Drive, Missouri S&T would grant an easement to the City for the street.

VI. NEW BUSINESS (continued)

(C) Resolution Authorizing the Mayor to Execute an Agreement with Missouri S&T for Improvements to 10th and Rolla Street Parking Lot and Improvements and Dedication of International Village Drive

(continued): Mr. Hargis explained the Russell family owns the remainder of the Tenth and Rolla Streets parking lot. He pointed out the subject lease includes an area not originally contemplated when the grant was awarded for this work. The Russell's will be responsible for the cost of the paving of this area. Mr. Hargis indicated the City would have 80 parking spaces in the area that could be rented.

Mr. Hargis then referred the Council to the subject ordinance that would allow the City to rent spaces to people who either work, live, or attend school in the downtown area. He said staff is suggesting the parking spaces be rented for a price of \$120 for six months or \$200 for a year.

Following discussion, City Counselor Lance Thurman read the following proposed resolution for one reading, by title. RESOLUTION NO. 1805: A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI, TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A CERTAIN AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI, AND MISSOURI UNIVERSITY OF SCIENCE AND TECHNOLOGY (CAMPUS) FOR PROJECT 304 DOWNTOWN COMMUNITY DEVELOPMENT BLOCK GRANT PARKING LOTS. A motion was made by Sawyer and seconded by Eudaly to approve the proposed resolution. A voice vote on the motion showed ten ayes, zero nays, and two absent. Motion carried. The resolution passed.

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(D) Resolution Authorizing the Mayor to Execute an Agreement with Russell Land Development Company for a Parking Lot at 10th and Rolla Streets: City Counselor Lance Thurman read the following proposed resolution for one reading, by title. RESOLUTION NO. 1806: A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI, TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A CERTAIN AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI, AND RUSSELL LAND DEVELOPMENT COMPANY FOR PROJECT 304 DOWNTOWN COMMUNITY DEVELOPMENT BLOCK GRANT PARKING LOTS. A motion was made by Eudaly and seconded by Sawyer to approve the proposed resolution. A voice vote on the motion showed ten ayes, zero nays, and two absent. Motion carried. The resolution passed.

VI. NEW BUSINESS (continued)

(E) Ordinance Amending Section 27-106 of the Rolla City Code Pertaining to Public Parking Lot Permits: City Administrator John Butz said staff believes the penalty for someone parking in these permitted parking lots without a valid permit needs to be more aggressive than non-permitted parking, which is currently \$10. Since the lots have not been constructed, there is plenty of time to resolve the enforcement and penalty issue.

After some discussion, City Counselor Lance Thurman read the following proposed ordinance for its first reading, by title. ORDINANCE: AN ORDINANCE AMENDING SECTION 27-106 OF THE CODE OF THE CITY OF ROLLA, MISSOURI PERTAINING TO PUBLIC PARKING LOT PERMITS.

(F) Discussion Regarding Parks and Recreation Funding: Parks and Recreation Director Scott Caron recalled on May 13, 2013, the City Council held a workshop to discuss the funding operations of the Parks and Recreation Department. He noted the Parks Department has had considerable cutbacks over the past one and one-half years by eliminating four positions and reducing the maintenance within the parks system. As we move into the future, Mr. Caron said the City needs to shore up the sustainability of the parks system, which the residents have come to enjoy. He reminded the Council that the existing park sales tax is used for the recreation center and it sunsets December 2013.

After some discussion, City Administrator John Butz noted there was a suggestion to have another Council workshop to at least get to the point where the City is engaging the community in the issues.

The Council consensus was to conduct another workshop, within the next two months, to discuss the parks and recreation funding issues.

VII. CLAIMS and/or FISCAL TRANSACTIONS

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(A) Motion to Approve Purchase of Certain Fitness Equipment: Parks and Recreation Director Scott Caron reported that annually the Recreation Center has replaced its cardio equipment. For the first time, staff is recommending the replacement of some of its strength equipment. Mr. Caron said staff is recommending the replacement of four different machines at a cost of \$15,370. He pointed out these machines will be

VII. CLAIMS and/or FISCAL TRANSACTIONS (continued)

(A) Motion to Approve Purchase of Certain Fitness Equipment (continued): purchased with funds from the Park Sales Tax account. Mr. Caron added the existing equipment would be surplus through www.GovDeals.com. Following a brief discussion, a motion was made by Williams and seconded by Sawyer to authorize the purchase of a pectoral fly/rear deltoid, cable crossover, cable crossover with dual pulley row and pulldown, and a back extension. A voice vote on the motion showed ten ayes, zero nays, and two absent. Motion carried.

VIII. CITIZEN COMMUNICATION

(A) Open Citizen Communication: Mayor Jenks opened the floor to anyone wishing to address the Council. No one present responded.

IX. MAYOR/CITY COUNCIL COMMENTS

(A) Appointment of Mr. Lynn H. McFarland to the Parks and Recreation Commission to Complete the Unexpired Term of Mr. Joe Gorman (Oct. 2013): A motion was made by Williams and seconded by Sawyer to appoint Mr. Lynn H. McFarland to the Parks and Recreation Commission to complete the unexpired term of Mr. Joe Gorman with his term expiring October 2013. A voice vote on the motion showed ten ayes, zero nays, and two absent. Motion carried.

(B) Appointment of Ms. Sharon Clayton to Fill a Vacancy on the Parks and Recreation Commission (October 2015): A motion was made by Sawyer and seconded by Myers to appoint Ms. Sharon Clayton to the Parks and Recreation Commission to fill a vacancy on that board with her term expiring October 2015. A voice vote on the motion showed ten ayes, zero nays, and two absent. Motion carried.

X. COMMENTS FOR THE GOOD OF THE ORDER

None.

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XI. EXECUTIVE SESSION

None.

XII. ADJOURNMENT

Having no further business, the meeting adjourned at 8:25 p.m.

Minutes respectfully submitted by City Clerk Carol Daniels.

CITY CLERK

MAYOR

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