

**CITY OF BELLEFONTAINE NEIGHBORS
BOARD OF ALDERMEN SPECIAL MEETING MINUTES
September 27, 2018**

MEETING WAS CALLED TO ORDER BY Mayor Robert J. Doerr at 6:30 p.m. Copies of all ordinances and resolutions to be considered at the meeting were made available for public inspection prior to the time of consideration by the Board of Aldermen.

PLEDGE OF ALLEGIANCE TO THE FLAG was led by Mayor Doerr.

ROLL CALL:

PRESENT: Mayor Robert J. Doerr, City Clerk Deni Donovan, Alderwoman Reed, Alderman Merz, Alderman Jordan, Alderman Christian, Alderwoman Dailes, and Alderwoman Avant-Elliott.

ABSENT: Alderman Herl, Alderwoman West, City Collector Mark Tranel, City Attorney Kevin O'Keefe, and Chief Jeremy Ihler.

APPROVAL OF THE AGENDA: Alderman Jordan moved for the approval of the Agenda, seconded by Alderman Merz. Motion carried unanimously.

PRESENTATION OF THE UNAPPROVED MINUTES: Alderwoman Reed moved for approval of the September 20, 2018, Minutes of the Board of Aldermen Special Meeting, as amended, to update, on Page 1, Alderwoman Dailes, not Reed, made the motion to pay invoices 1-16, seconded by Alderman Merz. Motion carried.

PRESENTATION OF THE UNAPPROVED MINUTES: Alderwoman Avant-Elliott moved for approval of the September 20, 2018, Town Hall Meeting Minutes, seconded by Alderman Christian. Motion carried.

MEETING OPEN TO THE PUBLIC: Alderwoman Dailes made a motion to open up the meeting to the public, seconded by Alderman Merz. Motion carried unanimously.

PUBLIC HEARING: Establishing Ad Valorem Tax Rate for the Year 2018.

Mayor Doerr asked if anyone had comments on this subject only; no one did.

At this time, Mayor Doerr introduced Jesse Jones, the Business Unit Leader in Construction Services and Certified ADA Coordinator for Horner & Shifrin, Inc. Jesse is working on the Ashbrook & Cabot Street Project. He gave a brief bio on his background and work history. He explained about Federal Funding; the bid process; the MoDOT process; and ADA issues.

The discussion continued with the Board asking questions of Jesse. Mayor Doerr said there was a meeting with the city, Gershenson, and Horner & Shifrin to discuss this project and working alongside the Bissell Hills Park Project. Everyone seems to be on the same page.

Mayor Doerr asked if anyone wished to address the Board. Hearing none, Alderman Merz moved to bring the meeting back to the Board, seconded by Alderwoman Dailes. Motion carried unanimously.

NEW BUSINESS:

BILL NO. 2524 – INTRODUCED BY ALDERWOMAN REED

AN ORDINANCE ESTABLISHING THE ANNUAL RATE OF *AD VALOREM* TAX LEVIED FOR THE YEAR 2018 FOR DEBT SERVICE AND GENERAL MUNICIPAL PURPOSES ON ALL REAL AND PERSONAL PROPERTY IN THE CITY OF BELLEFONTAINE NEIGHBORS, MISSOURI.

Alderwoman Reed read the Bill for the first time and moved for approval of the first reading of Bill No. 2524. The motion was seconded by Alderwoman Avant-Elliott. Motion passed. Alderwoman Reed then read Bill No. 2524 for a second time and thereafter made a motion that the Bill be approved by the Board of Aldermen for enactment as an Ordinance, seconded by Alderman Merz. **Upon the roll being called the votes were cast as follows:** Alderwoman Reed; yes; Alderwoman Dailes, yes; Alderman Jordan, yes; Alderwoman Avant-Elliott, yes; Alderman Merz, yes; and Alderman Christian, yes.

The majority of the members elected to the Board of Aldermen having voted for passage of Bill No. 2524, the Bill was passed by the Board and will become Ordinance No. 2439 when and if signed by the Mayor.

BILL NO. 2525 – INTRODUCED BY ALDERMAN JORDAN

AN ORDINANCE AUTHORIZING AN AGREEMENT WITH GERSHENSON CONSTRUCTION CO. INC. FOR THE ASHBROOK AND CABOT DRIVE IMPROVEMENT PROJECT.

Alderman Jordan read the Bill for the first time and moved for approval of the first reading of Bill No. 2525 and to go on to the second reading. The motion was seconded by Alderwoman Dailes. Motion passed. Alderman Jordan then read Bill No. 2525 for a second time and thereafter made a motion that the Bill be approved by the Board of Aldermen for enactment as an Ordinance. **Upon the roll being called the votes were cast as follows:** Alderman Jordan; yes; Alderman Merz, yes; Alderwoman Reed, yes; Alderman Christian, yes; Alderwoman Avant-Elliott, yes; and Alderwoman Dailes, yes.

The majority of the members elected to the Board of Aldermen having voted for passage of Bill No. 2525, the Bill was passed by the Board and will become Ordinance No. 2440 when and if signed by the Mayor.

At this time, Alderman Jordan discussed the following issues:

- FOP update: He passed out a handout and asked the Board to review for next week;
- City Administrator: He suggested the Board ask the City Attorney to prepare a Bill outlining the annual pay. After much discussion about the pay range, budget issues, and timeline, the subject was dropped.
- Department Head salaries: He would like the Board to research a pay range for all department heads and create a pay scale for their positions. A review, also, needs to be done on the pay scale percentage rates between steps for all departments; they should be uniform.

Chief Ihler walked into the meeting; he was next door at the Public Safety Meeting. He explained the new job description and step salary of the newly created Evidence Manager + Support Coordinator position; he passed out a handout for all to review.

After much discussion, the Board made several suggestions:

- The position should be advertised for (5) days – internally only is OK;
- There should be a process as to which step a newly hired PD employee should be on regarding his/her experience; and
- Each Department Head should have something in writing to determine which step a newly hired person should begin on.

The Board requested Chief Ihler send them an updated Job Function Merger Worksheet with all of the information discussed, such as pay and medical insurance. A probationary step should be built in. The Chief said he has researched competitive salaries, but the position is so unique that it was difficult to do.

The Chief questioned the process of promoting a part-time person to full-time status.

At this time, Alderman Jordan made one more suggestion. There is a section in the City Code which refers to an Insurance Board the city implemented many years, but has ceased to exist. At the next meeting, he would like the Board to review and discuss deleting this section from the Code.

Alderman Jordan made a motion to adjourn the meeting, seconded by Alderwoman Dailes. Motion carried unanimously.

MEETING ADJOURNED: Meeting adjourned at 7:45 p.m.

ATTEST:

Deni Donovan
Deni Donovan

Approved by the Board of Aldermen on *OCTOBER 4, 2018*