

**CITY OF BELLEFONTAINE NEIGHBORS
BOARD OF ALDERMEN SPECIAL MEETING MINUTES
June 19, 2019 at 7:00 p.m.**

MEETING WAS CALLED TO ORDER BY Mayor Tommie Pierson Sr. at 7:11 p.m. Copies of the agenda and budget were made available to the public.

ROLL CALL:

PRESENT: Alderwoman Dinah Tatman, Alderwoman Theresa Reed, Alderman Donnie Merz, Alderman John Jordan, Alderman James Christian, Alderwoman Alease Dailes, and Alderwoman Miranda Avant-Elliott, Mayor Tommie Pierson Sr.

ABSENT: Alderwoman Barbara West

APPROVAL OF AGENDA: Motion for approval of the agenda was made by Alderman Donnie Merz and seconded by Alderwoman Alease Dailes. *Motion carried unanimously*

OPENING DISCUSSIONS

- Mayor Pierson turned over the discussion of the budget to Alderwoman Reed. Some of the alderpersons asked if the Treasurer Krenn was coming to the meeting. Alderman Jordan shared that he spoke with Treasurer Krenn and he was planning to attend the meeting.
- Alderwoman Dailes asked the board to consider three budget request \$2000 for the youth, \$1000 additional for Black History, and funds for the Family Fest. Shared there were 300 attendees who signed in at the last event.
- Alderwoman Reed indicated there was \$1200 budgeted and concerning the youth commission and the Black History program, the chairs should come back if additional funds are needed.
- Alderwoman Avant-Elliott asked what the additional funds be covered and Alderwoman Dailes shared speaker and food cost as her main concerns given the decline in paid vendors. Alderwoman Avant-Elliott recommended food trucks and asked about vendors who do not charge for food. Alderwoman Dailes shared that food trucks were best for outside events and that food vendors as for deposits.
- Alderwoman Avant-Elliott generated a conversation about the Kwanza vs Black History events for consideration for a more culturally diverse event. Alderwoman Reed suggested that Black History pertains to American History and was not just specific to African American culture. Alderwoman Tatman added to the conversation by making a distinction between the two events and shared her vision for the Family Fest and her discussions with Chief with deciding on the event. She made an ask for funds so the city can make an investment in the event as others have. She asked for \$2000 and indicated that she has received donations, but the city should also invest.

PUBLIC COMMENTS

- **WANDA LANE, 99XX MARTENGALE:** Asked about Reed statement about being in a deficit meaning dollar amount of the deficit. Asked if we should know where we are with the budget before making decisions.
- Alderwoman Reed answered by referring the 2019-2020 proposed budget is in a deficit and that it needed to be balance. She also Indicated there are funds in reserves. When there are more expenditures than revenue then we would be operating in a deficit.
- Wanda asked for the need for additional information to make the decision.
- Alderwoman Reed indicated that information was provided on Monday.
- Wanda Lane also indicated a concern with the treasurer not being there and recalls the board making the request.
- Alderwoman Reed indicated that the treasurer was not there Monday and not there today. Alderwoman Tatman asked as a follow-up why the treasurer was not here, and the Mayor was unsure. Alderman Jordan confirmed that the treasurer said he would be here. Conversations generated about the treasurer attendance and that he

answers to the Mayor who is the budget director. The Mayor was uncertain why the treasurer was not present. Alderman John shared again that he talked to the treasurer and he was planning to attend the meeting.

BUDGET DISCUSSIONS

- Alderwoman Reed asked that budget discussions begin with the Chief.
- Chief Jeremy Ihler indicated that he received the budget via his secretary because it was not sent directly to him. Therefore, he was still reviewing but noticed differences in what he has proposed. Chief indicated he made budget adjustments but had questions for Treasurer Krenn.
- The treasurer joined the meeting and Mayor Pierson requested Chief to discontinue discussions to allow for the treasurer to lead the discussion.

SALARY

- Alderwoman Reed shared that the expenditures for admin 5002 was low considering all the individuals included. She noted that the funds for assistant treasurer was not included and that this line item was reflecting \$17,000 less than what was needed. Treasurer Krenn indicated some of the changes and after review Alderwoman Reed realized that she had the first version of the budget. Alderwoman Avant-Elliott asked for clarification about what was being added and Alderwoman Reed indicated that an adjustment of \$10,209 was needed.
- Alderwoman Reed inquired about the medical insurance being less than last year and whether we received a better deal. Treasurer Krenn indicated that when they receive the billing that it comes in at a lower amount than what was projected. He concluded that it was based on the fluctuation in employment through the year and is based on the salaries of staff. He based the 5% on the data from the previous year. He indicated that he had not received the projections from the medical insurance yet but it was expected in the next few weeks.
- Alderwoman Dailes asked if the percentage has ever been over 5% and was informed by Treasurer Kenn that it was 8% one year. He shared that the city has been underemployed which has impacted the percentage.
- Alderwoman Reed asked about the pension Lagers and referenced the spreadsheet and needed more clarity. Treasurer Krenn indicated he has tried to allocate by department but admitted that he has not always broken it out by department. He will work on addressing this allocation by department in the future.
- Alderwoman Reed asked how the Lagers was calculated.
- Chief indicate that Mirma 9.77% and that Lagers for commissioned police officers 15% and 4% civilian full-time employees.
- Alderwoman Reed asked about the city plan and Chief Ihler indicated that the city offers a 403B and matches up to \$25 a paycheck
- Treasurer Krenn indicated there is an inflation factor included not knowing the status of new city employees.
- Alderwoman Tatman thought the amount should be more exact. Treasurer Krenn indicated that it was a guess.
- Chief referenced the 457 account and Lagers that new employees has to wait 6 months before contributing unless the individuals are already vested or coming from another municipality. Alderwoman The match is 50 times 12 no matter 650 per 55 people at best.
- It was noted that the spreadsheet was not adjusted for the new administration numbers.
- Alderwoman Avant-Elliott, asked about the spreadsheet from Mirma
- Chief Ihler explained that payroll, equipment, and adjustments were factors impacting the budget.

TECHNOLOGY/UTILITIES

- Alderwoman Reed began discussions about 5017 Admin wireless, 52,214 was added on the capital side. Treasurer Krenn indicated it was not added in the capital numbers. After further discussion Treasurer Krenn was able to conclude that there was an amount missing as suggested by Alderwoman Reed.
- Alderwoman Reed shared that electric seemed less than what was budgeted and inquired about special savings. Treasurer Krenn indicated that he believes that he was just over budgeted before and the proposed amount is in alignment with the actuals. He indicated the Mirma numbers calculated in a similar fashion.

NEWSLETTER

- Alderwoman Reed began discussions about line item 5063 concerning the newsletter with a request for \$3000 to be added which covers 8 pages. Alderwoman Avant-Elliott asked about the location of the funds used for the recreation center newsletter. Alderwoman Reed indicated the funds were under the rec center budget under Misc. Alderwoman Avant-Elliott recommended that these funds be combined with the proposed \$3000 under 5063. The alderman had discussions about the frequency of the newsletter, and it was suggested to follow the schedule of the rec center or do quarterly, which would be an additional \$800 to mail. Alderman Jordan asked about the cycle being considered. Alderwoman Reed asked Craig about their schedule for the rec center newsletter and Craig Scheidker answered that the rec center publishes in the fall, winter, spring, and that a publication was being prepared for July. Alderwoman indicated the specific months and Craig shared he would get the exact dates.
- Alderwoman Dailes suggested a quarterly newsletter citing concerns about the amount of information shared by alderman and the need for more frequent information than what is offered though the rec center's cycle. Alderwoman Avant-Elliott suggested an end of year summary including budget, upcoming events, or events from the past.
- Alderman Jordan expressed concerns about preparation for print, suggested tagging along with the rec center, and waiting until next year to address the additional cycle in the budget.
- Alderwoman Avant-Elliott continued with a suggestion about the newsletter and Alderwoman Reed interrupted along with Alderman Merz and suggested the continuation of the discussion at another time to move to the Chief's budget.
- Treasurer Krenn shared that the board can always authorize additional spending if the budget allows.

POLICE DEPARTMENT BUDGET DISCUSSIONS

SALARIES

- **Chief:** Directed the board to page 5 of 7 of the proposed budget and discussed Prop P and adjustments for payroll. He referenced the pay schedule for 2017 FICA, lagers, and payroll. He expressed confusion about the numbers proposed by the treasurer and noted that 5202 was under budgeted by \$24,400. He indicated he breaks everything by employee and adjusted for new employees.
- Treasurer Krenn indicated that the breakdown was made quarterly as recommended by auditors the calculations of FICA, Lager, and Mirma are impacting the difference in what Chief has budgeted verses the proposed budget. Treasurer Krenn shared that it was difficult to show the details in the schedule because it has much detail already.
- Alderman Jordan asked if Chief and Treasurer had the original spreadsheet with the police salaries which was Exhibit A in the ordinance.
- Alderwoman Reed inquired about the total and further discussion took place of the difference n proposed amounts.
- Chief asked why the Mirma number was low and Treasurer Krenn explained the calculation and the inflationary factor in the numbers. Chief asked if the amounts was based on prior year budget and the Treasurer Krenn indicated that it was based on projections provided by Mirma. Discussions continued about the police payroll.
- Alderwoman Dailes asked if there would be any changes based on the discussions and was told no by Alderwoman Reed and Treasurer Krenn.
- Chief indicated that for line item 5227 there was an \$10,430 increase based on contract cost.
- Alderwoman Reed asked about line item 5221, cassette tape and thought it should be capital verse general. Treasurer Krenn indicated that it was not a capital expense but was an office expense because it was like a conversion and to process from one system to the next was not capital. Clarification about the process verses machine was provided.

SPECIAL PROGRAMS AND COMMUNITY SERVICE

PUBLIC COMMENTS:

- **WANDA LANE, 99XX MARTENGALE:** Asked about special programs.
- Chief indicated it was special programs such as police luncheons and so forth.

BUDGET DISCUSSION CONTINUATION

- Alderwoman Dailes asked about \$5000, 5224 for police community service. Alderwoman Avant-Elliott asked if this was the allocation that was reduced last year, and the Chief shared that it was and explained the current need. Alderwoman Avant-Elliott expressed the previous recommendation was to piggyback from other departments and that the events were still needed. Chief expressed that he understood the previous intent. Alderwoman Avant-Elliott referenced the plans expressed by Chief and noted that he would be able to determine how to allocate the funds.
- Alderwoman Avant-Elliott asked about the Family Fest being funded through this line item and Chief suggested a separate line item. Alderwoman Tatman agreed that it should be a standalone event. Chief indicated that they get several event requests.
- Alderwoman Dailes followed-up with a clarification on how the funds are used insuring that funds were for Bellefontaine specifically. Chief Ihler concurred.

TREASURER FOLLOW-UP

- Treasurer Krenn addressed concerns made by Alderwoman Tatman related to operating contracts and warranties being switched to the capital budget. (5227)
- Chief Ihler explained the systems covered in the line item for clarification and why it would not qualify as capital.

PUBLIC COMMENTS:

- **WANDA LANE, 99XX MARTENGALE:** Inquired further about special program and why it would not come from community service.
- Chief Ihler shared the specifics and differences in the two line items.

TRAFFIC MONITORING/SPEEDBUMPS

- Alderwoman Avant-Elliott asked where we could place the traffic monitoring devices.
- Chief referenced line item 5610 and indicated that they would be purchasing traffic monitoring devices and a cost \$10,000 and asked Treasurer Krenn for clarification about the fund location of the expense and was told that 5610 was the appropriate fund for the purchase.
- Alderwoman Avant-Elliott indicated that there are streets that we already know have concerns and how can these be addressed.
- Chief indicated that this would be an expense of the street department.
- Alderwoman Reed expressed concerns the street department would encounter related to speedbumps and shoveling snow.
- Alderwoman Tatman indicated that there are cities who manage his process without there being a concern.

PUBLIC COMMENTS:

- **WANDA LANE, 99XX MARTENGALE:** shared that she has seen the speedbumps in nearby areas and suggested that we inquire.

TRAFFIC MONITORING/SPEEDBUMPS CONTINUATION

- The alderwoman discussed the locations where they have seen the speedbumps. Chief mentioned that Norwood have low slope speedbumps.
- Alderwomen Avant-Elliott and Dailes followed up and asked about the board just budgeting for the speedbumps
- Alderwoman Reed asked for clarification to whether Alderwoman Avant-Elliott was suggested to not have funds allocated for traffic monitoring devices. Alderwoman Avant-Elliott followed-up suggesting that the board budget for both based on the data that is already known.
- Chief shared his process for coverage for speeding with questions from Alderwoman Reed.
- Alderwoman Avant-Elliott suggested that there be speedbumps where there is no police coverage. She indicated that this has been an ongoing concern that the board needed to address.
- Alderwoman Dailes agreed and reinforced the need for speedbumps based on concerns from the citizens and knowledge of a specific street with speeding concerns.
- Alderwoman Dailes asked what happen to the street device that the city owned before and what was being proposed along with the location of the devices.
- Chief shared how the devices would be positioned and did not want to purchase speed trailers based on cost. He indicated the devices should be stationed over time in the areas to gather data.
- Alderwoman Tatman shared the reason the public safety committee decided on four devices and how it would be a deterrent to speeding. She shared that the committee also discussed signage.

PUBLIC COMMENTS

- **WANDA LANE, 99XX MARTENGALE:** Inquired about the need for the speedbump conversation at this time.
- Alderwoman Dailes shared that since this was a budget item the conversations was necessary.
- Alderman Merz suggested that Alderwoman Avant-Elliott conduct research and she replied that we had a committee for this. Alderwoman Tatman shared that the research has been conducted but she had to bring back to the board.

POLICE VEHICLES

- Chief resume conversations about his budget by discussing the purchase of vehicles with a request for 4 Tahoes at a cost of \$24,000. The Ford Explorers were \$4000-\$500 was less than the Tahoe. Alderman Jordan asked what his original request and Chief was indicated that he original received budgeted for Ford Explorer. He budgeted for Tahoe and accessories
- Alderman Merz gave the history of the process of changing the fleet of vehicles.
- Alderwoman Reed ask the board what was being added and recommended one truck and the remainder we cars and the Chief wanted recommendation and the board concluded on the Tahoes.
- Chief shared a savings of \$130,000 by not replacing vehicles at the normal rate of four years but has several maintenance expenses.
- The alderman discussed types of vehicles and quality. The Chief shared his reasons for the Tahoe based on quality and noted that they cost more than the Ford Explorers. There were differences of opinion shared on the type of purchase. The Chief asked about the color and other features that impact the cost and was asked by the Mayor Pierson to bring a copy of the options.
- Alderwoman Reed noted that monies were not included to cover the traffic monitoring devices, so she requested an increase of \$10,000 for 5422. Treasurer Krenn asked about a separate line item to track. Alderwoman Reed did not believe it was necessary. There was further discussion about the color and whether it was a capital expense.
- Chief indicated pricing for St. Louis county bid was below state bid and he tries to get the lowest bid.
- Alderwoman Reed asked the treasurer to add \$26,000 to 5401. Treasurer Krenn confirmed that total would be \$160,000
- Alderwoman Dailes verified whether the cost for the speedbumps would be added in and Alderwoman Tatman confirmed.
- Mayor Pierson excused Chief Ihler

- Alderwoman Avant-Elliott asked Chief whether he needed additional follow-up with the treasurer, and he indicated that if he did, he would coordinate.
- Alderwoman Reed asked about the presence of Craig and inquired about the purchase of the boiler

PUBLIC COMMENTS

- **WANDA LANE, 99XX MARTENGALE:** Asked about the part-time workers and the hours. Craig explained that it about the hours and not the people.

RECREATION SALARY ORDINANCE

- Alderman Jordan inquired about the city clerk salary and was informed by the Mayor that nothing changed. Alderman Jordan indicated that there was an email about the director of recreation center salary that he thought was low. He made calculations of 51,000 based on a document provided by the former Mayor Doerr.
- Alderwoman Avant-Elliott asked about the document and indicated what was the difference in what she provided. Alderman Jordan indicated that she only had a small portion of small cities. Alderwoman Avant-Elliott indicated that she provided a range of city budgets from 2 million on up to the city's budget. Alderman Jordan indicated that his recommendation was for the position to have a salary of \$50,000. Mayor Pierson thought it was not appropriate to discuss the salary in public.
- Alderwoman Avant-Elliott indicated that the ordinance discussion was public but when the mayor was ready to hire for the position the discussion had to take place in closed session. She indicated that there was no one assigned to the position.

GENERAL DISCUSSIONS

- Alderwoman Avant-Elliott expressed that she had a question about the audit where it suggested that the city did not pass a bond budget and the Treasurer Karen explained it was properly passed that it was just a misunderstanding on the part of the auditors.
- Alderwoman Dailes requested Treasurer Krenn get correction in writing from the auditors.
- Alderwoman Reed asked the Treasurer Krenn to make sure the \$3000 for newsletter was included
- Alderwoman Dailes asked about item expensed in Misc.
- Treasurer Krenn shared there are seven or eighth items that come from MISC. Indicated that he had shared a list and would send another copy to the alderperson.
- Alderwoman Reed asked for \$500 for the memorial stage and asked Aldermen Jordan about it and he indicated it was not needed since the event would be held inside

PUBLIC COMMENTS

- **WANDA LANE, 99XX MARTENGALE:** Asked about purpose of fund for public notices for \$1000, 5404.7. She also asked if the Image and beautification amount being a typo
- Treasurer Krenn explained the amount was for public notices and notices in the newspapers. Other alderman explained the use of these funds. Treasurer Krenn noted that it was a typo concerning the Image and Beautification allocation. Alderman Christian indicated that it should be \$750.
- Alderwoman Reed discussed line item 5050 by asking the Treasurer if the amount should be under admin other. Alderwoman Reed also led additional discussions about salary increases and to need to properly allocate funds for salary steps and vacant positions. The alderman discussed the clerk position being full time and how it was changed by the city clerk. Alderwoman Avant-Elliott asked whether with we would be adding funds for a part-time inspector. Treasurer shared that the city clerk asked him to remove the assistant aquatics director position from the budget per the prior BOA meeting.

PUBLIC COMMENTS

- **WANDA LANE, 99XX MARTENGALE:** Inquired about the funds received from St. Louis County Pool tax and the Treasurer shared that the monies are filtered into personal property and real estate taxes and would have to be

separated to know the exact amounts received. Wanda asked what would happen if we lose the money and discussed the Chesterfield case and her concerns.

- Alderwoman Dailes followed-up with the Treasurer Krenn statement that the city clerk had removed the assistant aquatic director positions. It was expressed that the alderman board had not given this directive. Conversation continued about the reason the change took place.
- Alderwoman Avant-Elliott asked Treasurer Krenn for clarification about his position as treasurer verses assistant Treasurer given the lack of response from the city clerk. Treasurer Krenn and Alderman Jordan confirmed that Krenn served as assistant treasurer, there was not a vote for the position, and that the Mayor assigned the position after the treasurer resigned.

TAKEHOME VEHICLES

- Alderman Jordan discussed the elimination of take-home vehicles and Alderwoman Reed agreed. Alderman Merz expressed reasons for the detective maintaining the vehicle. Alderwoman Avant-Elliott revisited the discussion about the policy and the mayor's need to make a recommendation with the board's approval. She expressed that the cars were incentives and not needed until individuals reported to work.
- Mayor Pierson wanted to make sure that we were not hindering anyone if the vehicles were disallowed. Discussions were continued about the cars. Alderwoman Dailes thought the public works administration should use have a take home vehicle seasonally. Craig shared that the public works administrator can be on call several times within the same day. Alderwoman Dailes indicated that vehicles are typically part of a compensation.
- Mayor asked what had to happen and was advised by the board that if he was ready that he could make a recommendation on Thursday.

GENERAL BUDGET DISCUSSIONS

- Treasurer Krenn mentioned that within the capital budget the allocation for the kitchen floor, the truck, and salt shed was being carried forward. Alderman Jordan mentioned the pool and treasurer indicated that was another \$40,000 that would be carried forward.
- Alderwoman Reed mentioned a Christmas Bonus and Alderman Jordan shared that this had to be a salary adjustment. She facilitated the conversations about compensation for Deni for training the new city clerk. There were various recommendations about how to compensate Deni when the new clerk start work. Mayor Pierson recommended Deni remaining until the end of July while the new city clerk is in position. Alderwoman Avant-Elliott explained Deni's request and that we had to treat the training as a contract. Alderwoman Reed indicated the specifics needed to be discussed in close session.
- Alderman Jordan asked whether the budget would be ready on Thursday and if not, a special board meeting was needed. He also brought up the 1st meeting in July being 4th of July. The board discussed whether the special meeting should be Thursday or Monday of the following week.
- The alderman board discussed a closed session for city clerk training salary and whether two sessions were needed. Alderwoman Avant-Elliott shared the process given the salary ordinance and the vacant position. Alderman Jordan recommended calculating an hourly rate and generating a contract based on the needs of the new clerk. Alderwoman Tatman suggested discussing this with Deni. Alderman Reed suggested a max number of hours and allowing the new clerk to decide hours of support needed.
- Alderman Jordan asked the Mayor whether the budget would be ready for Monday. Mayor Pierson and Treasurer Krenn indicated that they would have it available Monday. There was discussion about developing the budget message and summary and Alderwoman Reed volunteered her time on Saturday to assist with the process.

SALARY DISCUSSION CONTINUATION

- Alderwoman Avant-Elliott did a final ask about the salary ordinance by determining everyone opinion about the salary amount. Alderman Christian and Alderman Merz expressed 50,000 or more. There was discussion about

the data and competitive salaries. Alderwoman Dailes mentioned that Doerr he would be paying \$10,000 less for the position and that it had decided who would have the position.

- Alderwoman Avant-Elliott asked the Mayor about his thoughts and he agreed with the \$50,000 and expressed the need to maintain a good candidate.
- Alderwoman Avant-Elliott asked if there were other applicants. Mayor Pierson indicated known that he was aware.
- Alderman Jordan brought up the concern with varying percentages and steps for the departments and suggested someone take on this task of addressed the differences. He suggested MML to generate numbers and other research Information to establish salary steps.
- Alderwoman Avant-Elliott asked whether there would be an effective date and whether staff would be grandfathered for previous scale. Alderman Jordan discussed that some individuals were maxed out. Alderwoman Avant-Elliott asked about the rationale for the current differences in percentages and recalled a discussion about how varying amount being because of how low some departments. Alderman Jordan could not recall the rationale.
- Mayor Pierson asked who would take up the project. Alderwoman Avant-Elliott indicated that she would lead the project. Alderman Jordan shared the task aldermen have taken on that are really the role of the mayor and city administration but was done because of a need.
- Alderwoman Avant-Elliott followed-up about the proposed \$50,000 in relation to the other directors and that the discussion must be done without a person in mind. Alderman Jordan didn't believe that there would be any disparities with the \$50,000 starting salary. There was a discussion about other department head and what was adequate for an entry level director. Discussions of the police salary scale and the percentage were held in relation to the salary discussion for the recreation director.
- Mayor Pierson asked again who would take up the charge for the salary project and was reminded that Alderwoman Avant-Elliott shared she would facilitate.
- Alderwoman Tatman discussed the city clerk position and new hire who has 18 years of experience and that we must consider experience. She expressed concerns with a person lacking managerial experience coming in at \$50,000 and indicated there was no applicable scale to base an increase to 50,000. Therefore she thought that \$45,00 was midway and reasonable.
- Alderwoman Dailes indicated that a person can be interim until the board decides and there was not a need to rush the decision. Alderwoman Tatman and Alderman Reed continued to suggest that salaries are based on experience. Alderman Merz indicated that the Mayor should consult with Mark Dickerson for a recommendation. Alderman Reed shared her concern with a potential bias and the pattern of hiring within of individuals who may not be qualified for the position. She indicated that the \$45,000 raise would be sufficient.

Alderwoman Theresa Reed made a motion to adjourn, seconded by Alderwoman Alease Dailes. ***Motion carried unanimously.***

MEETING ADJOURNMENT: Meeting Adjourned at 10:04 pm

ATTEST:

Alderwoman Miranda Avant-Elliott
Sitting in for the City Clerk

Approved by the Board of Aldermen on _____

7-18-19