

**MINUTES**  
**Of the City of Crystal Lake Park, Missouri**  
**Regular Meeting of the Board of Alderpersons**  
**March 9, 2009**

***Pledge of Allegiance***

***Call to Order/Roll Call***

**Mayor and Alderpersons:** Present: Mayor Bonnie Taylor, and Alderpersons Kelly Larson, Phillip Bryant, Dennis Nahnsen and Jim Gehringer.

**City Officials:** Present: Attorney Paul Martin, City Clerk Cathryn Terrell, City Treasurer Dianne Chand, Street Commissioner Jim Cooper

***Approve Agenda***

Mayor Taylor asked that the March 9, 2009, agenda be approved. Alderperson Larson moved to approve the agenda for March 9, 2009. Alderperson Bryant seconded and it was unanimously approved.

***Approval of January 12, 2009 Minutes***

Alderperson Larson moved and Alderperson Nahnsen seconded to approve the January 12, 2009, board minutes. The Board unanimously agreed to approve the minutes of the January 12, 2009, Board meeting.

***Old Business***

Trash/Recycle – the possibility of having Crystal Lake Park pay for trash/recycling in order for the cost to be a tax deduction for the residents was discussed. With consideration of the feedback from the community and the real estate tax rate data collected from the Treasurer, the decision was made not to move forward. Mayor Taylor will communicate the decision not to move forward with raising taxes in order to cover trash/recycling costs to the residents. The possibility of having recycling a community service paid for by CLP was discussed. Recycling costs approximately \$3 a month. Chris Sanders asked if the trash/recycle rate could be a flat fee instead of determined by real estate taxes. Attorney Martin said it could not be billed as a flat fee to residents.

***Living Décor***

City Clerk Terrell spoke to Rod Schoenecker at Living Décor. Per Mr. Schoenecker, the price for leaf pickup is mainly determined by how many loads of leaves are taken to the dump [CLP had 5 loads on the first pickup, 6 loads on the second pickup, and 9 loads on the third pickup in 2008]. Our cost would not change if we only had two pickups vs. three pickups. Due to this information City Clerk Terrell did not change the Ordinance or contract to reflect two pickups vs. three pickups. Schoenecker advised City Clerk Terrell to put “to be performed at the request of the City of Crystal Lake Park” on the “Lawn Turf Aeration and Overseeding of Lawn” and “Lawn Fertilizer Program” contracts.

## Planning & Zoning/Architectural Review Board Meeting Date

City Clerk Terrell reported that the P&Z/ARB is going to meet as needed on the second Thursday of the month. P&Z/ARB will meet when there are plans to review. They will not meet to review administrative issues or to review ordinance issues.

The Board of Adjustment will continue to meet on the first Thursday of the month as needed.

## Sullivan Publications

In addition to providing CLP with code book services, Sullivan will now furnish the City with QuickCode for Windows combining the text of our codes and all necessary programming into one easy-to-use software package. This extra service will insure that residents always have access to reliable information regarding permitting and code enforcement issues. Board members and residents will have the ability to search for words, numbers or dates, and phrases or word groups. Sullivan Publications will host our codes on the CLP website. \$1,860 is budgeted for Codification for 2009. Costs for these services are as follows:

The text of the codes as they are currently printed	\$800
Updates to Quick Code [one per year]	\$200
Initial fee to host the web with Live Publish	\$300
Per Month Maintenance \$30 x 12	<u>\$360</u>
Total for 2009	\$1,660

City Clerk Terrell will prepare an ordinance to contract with for Sullivan Publications for QuickCode services.

## City Officials

- A. Treasurer Dianne Chand gave the March Financial Report.** -- Treasurer Chand reported the current balance in the CLP's Reliance bank account is \$273,839.49; the amount in CLP's U.S. Bank money market account was \$82,929.52. The difference in checking and money market from 2008 to 2009 is \$29,000 more now than 2008 as of February 28, 2009. The difference in assets from 2008 to 2009 is \$13,500 more now than 2008 as of February 28, 2009. There were no questions or corrections regarding the March financial report.
- B. Street Commissioner Jim Cooper** – Street Commissioner Cooper will send out RFP's for repair and sealing work on East and to replace storm drain on Grandview. The approximate cost should be \$5,000 - \$6,000. Repairs for Lakeview and Cleek will be scheduled in the summer. Street Commissioner Cooper plans to contract with Aalcan Asphalt, the company that successfully repaired Divot in the fall of 2008. Street projects tend to be between \$7,000 and \$10,000. Street Commissioner Cooper is concerned with sump pump drains damaging streets. Street Commissioner Cooper will bring bid proposals to April meeting.

Street Commissioner Cooper to post a sign on the gate at Oak asking residents to call the CLP City Clerk at 314-993-1160 or the City of Frontenac Police Department at 314-994-9300 in case of an emergency in order to open the gate.

Street Commissioner Cooper will forward permit letters from Ameren and MSD to City Clerk Terrell for record keeping.

**C. City Clerk Cathryn Terrell** – City Clerk Terrell reported on the nuisance letters sent in the month of March regarding two homes with sump pump issues, one homes with multiple infractions, and two homes with garbage on carports causing possible rodent infestations. City Clerk Terrell also reported on letters sent regarding a home being occupied without the required occupancy permit.

Whether or not CLP wants to be proactive or complaint driven in regard to nuisances was discussed. Attorney Martin suggested informing the residents of Code enforcement issues through communications as a way of keeping the residents educated. We will be proactive on issues that create safety issues and issues that are damaging to the property or streets of CLP.

Building Commissioner John Littlefield will no longer be handling the duties of inspector for CLP. Mayor Taylor proposed Neil Cantwell, current building inspector for the City of Rock Hill, as the new Building Inspector for CLP. City Clerk Terrell to have business cards and a magnetic sign made for Building Inspector Cantwell's car to allow residents to see he is working for CLP.

**D. Park Advisory Board Chair Jim Gehringer** – no report for March.

### ***New Business***

#### **Vote: Hochschild, Bloom & Company LLP Ordinance 419**

Aldersperson Bryant moved to read Bill #445/Ordinance #419 by title only for the first time. Aldersperson Larson seconded and it was unanimously approved. Attorney Martin read Bill #445/Ordinance #419 by title only for the first time.

#### **BILL #445/ORDINANCE #419 AN ORDINANCE APPROVING AN AGREEMENT WITH HOCHSCHILD, BLOOM & COMPANY LLP FOR ACCOUNT SERVICES AS PROVIDED HEREIN**

City Clerk Terrell to amend Bill #445/Ordinance 419 Section 1 to read:

The Mayor and City Clerk of the City of Crystal Lake Park, Missouri are hereby authorized and directed to execute and enter into an agreement with HB&Co in substantial conformity with the terms and conditions included in the attached Exhibit A and Exhibit B, incorporated by reference, for the provision of city auditing services contingent on annual appropriation.

Aldersperson Larson moved for Bill #445 as amended/Ordinance #419 to be read for the second time by title only and to be adopted as Bill #445 as amended/Ordinance #419. Aldersperson Bryant seconded and it was unanimously approved. The Alderspersons voted as follows: Aldersperson Gehringer - aye; Aldersperson Larson - aye; Alderspersons Nahnsen, and Aldersperson Bryant – aye. Mayor Taylor then declared Bill #445, Ordinance #419 approved.

Treasurer Chand is to provide the fees for the annual City audit for 2007.

**General Election** – The General Election is April 7, 2009. Alderperson Dennis Nahnsen is running for Ward 2; Chris Sanders is running for Ward 1. Mr. Sanders introduced himself and provided his background. Mayor Taylor thanked Mr. Sanders for coming to the meeting.

**The Lodge** – Mayor Taylor wrote a letter to the City of Des Peres asking that CLP be able to join The Lodge at a reduced rate. Des Peres suggested that CLP transfer its fire, ambulance, and police services to Des Peres in order to receive a discount and/or have CLP pay the discounted amount for all residents. As these monies are not available for this kind of community service at this time and the City is under contract with Frontenac until December for the provision of police and emergency services, the decision was made to stay with the City of Frontenac and not to pursue reduced rates at The Lodge. If there are continued requests on this topic, the Board is always open to reviewing them.

**Vote to Adjourn the Meeting**

There being no further questions or business before the Board, a Motion was made by Alderperson Bryant and seconded by Alderperson Larson, to adjourn the meeting and move to closed session for attorney-client communications and personnel issues per RSMo 610.021.1 and 610.021.3. The Motion was unanimously approved.

**Next Meeting:**

It was announced that the next meeting of the Board was scheduled for Monday, April 13, 2009.

MINUTES RECORDED BY: \_\_\_\_\_  
*City Clerk, Cathryn Terrell*

ATTEST: \_\_\_\_\_  
*Mayor/Presiding Officer, Bonnie Taylor*