

MINUTES
Of the City of Crystal Lake Park, Missouri
Regular Meeting of the Board of Alderpersons
April 13, 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, Building Inspector Neil Cantwell.

Approve Agenda

Aldersperson Nahnsen moved and Aldersperson Gehringer seconded to approve the April 13, 2009, agenda. The Board unanimously agreed to approve the agenda of for the April 13, 2009, meeting.

Approval of March 9, 2009 Regular and Closed Meeting Minutes

Aldersperson Larson moved and Aldersperson Nahnsen seconded to approve the March 9, 2009, Regular and Closed board meeting minutes. The Board unanimously agreed to approve the Regular and Closed board meeting minutes of the March 9, 2009, board meeting.

Old Business

Vote: Sullivan Publications, Ordinance #420

Aldersperson Bryant moved to read Bill #446/Ordinance #420 by title only for the first time. Aldersperson Nahnsen seconded and it was unanimously approved. Attorney Martin read Bill #446/Ordinance #420 by title only for the first time.

BILL NO. 446/ORDINANCE NO. 420 AN ORDINANCE APPROVING AN AGREEMENT WITH SULLIVAN PUBLICATIONS FOR QUICKCODE AND WEB HOSTING USING LIVE PUBLISH SERVICES AS PROVIDED HEREIN

Aldersperson Larson moved for Bill #446/Ordinance #420 to be read for the second time by title only and to be adopted as Bill #446/Ordinance #420. Aldersperson Larson seconded and it was unanimously approved. The Alderspersons voted as follows: Aldersperson Gehringer - aye; Aldersperson Larson - aye; Alderspersons Nahnsen - aye, and Aldersperson Bryant – aye. Mayor Taylor then declared Bill #446/Ordinance #420 approved.

Vote: Employee Compensation, Ordinance #421

Aldersperson Gehringer moved to read Bill #447/Ordinance #421 by title only for the first time. Aldersperson Larson seconded and it was unanimously approved. Attorney Martin read Bill #446/Ordinance #420 by title only for the first time.

BILL NO. 447/ORDINANCE NO. 421 AN ORDINANCE APPROVING COMPENSATION TO EMPLOYEES OF THE CITY OF CRYSTAL LAKE PARK

Aldersperson Bryant moved for Bill #447 as amended/Ordinance #421 to be read for the second time by title only and to be adopted as Bill #447 as amended/Ordinance #421. Aldersperson Bryant seconded and it was unanimously approved. The Alderspersons voted as follows: Aldersperson Gehringer - aye; Aldersperson Larson - aye; Alderspersons Nahnsen - aye, and Aldersperson Bryant – aye. Mayor Taylor then declared Bill #447 as amended/Ordinance #421 approved. City Clerk Terrell to amend Page 2, Section Two, Paragraph 1, 'as directed by the Board of Alderspersons'.

Review Final Draft of Permitting Procedures

Mayor Taylor requested that Building Inspector Cantwell and City Attorney Martin review the Permitting Procedures for a final time. City Clerk Terrell will post the Permitting Procedures on the web once this document is final.

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 \$280,080.14; the amount in CLP's U.S. Bank money market account was \$83,049.50. The difference in checking and money market from 2008 to 2009 is \$40,314.49 more now than 2008 as of March 31, 2009. The difference in assets from 2008 to 2009 is \$23,914.40 more now than 2008 as of March 31, 2009.

The 4005 Railroad – Public Utility on the Statement of Revenues was questioned; Treasurer Chand will call the Collector of Revenue or CLP's auditor.

Sewer Lateral Program. Treasurer Chand spoke with Ms. Diane Welker, Accountant with the City of St. Louis, to review the process for requesting funds to repair main sewer lines. CLP residents voted in December 2007 to enter into the Sewer Lateral Program, which is administrated by St. Louis County. Beginning in 2008, each CLP household paid \$50 in taxes to fund the program. These monies are deposited on an annual basis with the St. Louis County Collector of Revenue. However, they are not shifted from the Collector of Revenue to the Department of Public Works. Instead, the St. Louis County Collector of Revenue sends these funds to CLP via electronic funds transfer. CLP is to keep these funds in a separate account until there is an application made to the County for sewer repair. Although the average sewer repair is \$2,000, there are no limits imposed per application and/or household. City Clerk Terrell will add 'limiting the amount of funds used by one resident in the Sewer Lateral Program' to the agenda for May. Treasurer Chand will include in her report what has been collected to date in the fund and send \$8,000 to the Department of Public Works for any requests made in 2009.

Statement of Revenues - Budget and Actual – Mayor Taylor questioned the Interest Income and Motor Vehicle items for 2009. The accountant transfers funds for the street fund at the end of the year. There were no further questions or corrections regarding the March financial report.

- B. **Street Commissioner Jim Cooper** – Street Commissioner Cooper will send out RFPs for patching depressions and poor repairs; the estimate is \$4,500 which will include the storm drain replacement on Grandview.
- C. **Park Advisory Board Chair Jim Gehringer** - Alderperson Bryant met Team Green regarding drainage repairs in the park. The approximate cost is \$6,634 [proposal attached]. CLP will not proceed with park improvements until this issue is resolved. This project will be started in late August. There is also a water line broken. Before Team Green begins on drainage, Alderperson Jim Gehringer will provide the Board with an estimate for having this water line break found.

DogIPot Stations – Two stations have been purchased for \$421. Alderperson Gehringer will install one at the corner of Country Club and Putter as you walk into the park and one by the playground.

Park - Residents would like to see a tree lined street on Putter and would like to see the park stay open. Alderperson Gehringer would like to see the trees and shrubs we have protected.

- D. **Building Inspector Neil Cantwell** – Building Inspector Cantwell introduced himself and his experience and abilities. City Attorney Martin is going to talk to Mr. Bob Shelton at the City of Frontenac regarding having Building Inspector Cantwell inspect CLP's large projects as well as small projects. CLP's fee schedule for small construction projects was discussed. Building Inspector Cantwell will draft a fee schedule for large construction as well. In the meantime, CLP will use Frontenac's fees. Per Building Inspector Cantwell, if CLP decides to have Cantwell oversee large construction projects, CLP will be able to keep the fees collected for permits. Building Inspector Cantwell will determine what a small and large project is. City Clerk Terrell will put the fee schedule on agenda for May.

Building Inspection Services Agreement - City Attorney Martin asked the Board of Alderpersons to approve a motion to approve the services agreement with Neil Cantwell as Building Inspector to Mr. George Liyeos, City Administrator with Rock Hill, dated March 30, 2009 [see attached], as read by City Clerk Terrell and also to amend the agenda to include this motion. Moved by Alderperson Gehringer and seconded by Alderperson Larson. The Motion was unanimously approved.

International Property Maintenance Code 2006 - City Attorney Martin asked the Board of Alderpersons to approve the International Property Maintenance Code 2006. The Motion was unanimously approved. City Clerk Terrell to order three copies of the International Property Maintenance Code 2006.

New Business

City Planner/Architectural Review Assistance - As Mayor Taylor and City Attorney Martin continue to review the direction and role of the Building Commissioner, current Building Commissioner John Littlefield will continue to provide zoning and architectural review services. Building Inspector Cantwell will handle all permitting and enforcement. If there is an issue of architectural review or zoning, he will refer the resident to John Littlefield.

General Election - Chris Sanders was elected for Ward 1. Dennis Nahnsen was elected for Ward 2.

Newsletter and Events – there was a brief review of the newsletter and upcoming events [Plant & Flower Day, House and Garden Tour, Movie Night, CLP Picnic, and Art in the Park] by Mayor Taylor.

Entrance Lights – City Clerk Terrell to move to May agenda.

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 is scheduled for Monday, May 11, 2009.

MINUTES RECORDED BY: _____
City Clerk, Cathryn Terrell

ATTEST: _____
Mayor/Presiding Officer, Bonnie Taylor