

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:01 p.m. on Tuesday, January 3, 2017, at City Hall located at 8880 Clark Avenue, Parkville, Missouri, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Diane Driver	- present
Ward 1 Alderman Tina Welch	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- absent with prior notice
Ward 3 Alderman Robert Lock	- present
Ward 3 Alderman Douglas Wylie	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Interim City Administrator Kirk Davis
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Stephen Lachky, Community Development Director
Matthew Chapman, Finance/Human Resources Director
Tim Blakeslee, Assistant to the City Administrator
Chris Williams, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. CONSENT AGENDA

- A. Approve the minutes for the December 20, 2016, regular meeting
- B. Approve the minutes for the December 20, 2016, work session
- C. Receive and file the November sewer report
- D. Approve the second reading of an ordinance to approve a cooperative agreement with the 9 Highway Corridor Community Improvement District
- E. Approve accounts payable from December 16 to December 29, 2016

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTIONS FOR EACH ITEM, AS PRESENTED. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, WELCH, LOCK AND SPORTSMAN. MOTION PASSED 7-0.

4. ACTION AGENDA

A. Approve the 2017 Parkville Economic Development Council investment renewal and public services agreement

Assistant to the City Administrator Tim Blakeslee stated that the Parkville Economic Development Council was initially funded by the City in 2010 and since 2014 was funded annually. In 2016 the City increased its funding to the PEDC to \$30,000 and was the same for 2017.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE 2017 INVESTMENT RENEWAL AND PUBLIC SERVICES

AGREEMENT WITH THE PARKVILLE ECONOMIC DEVELOPMENT COUNCIL IN THE AMOUNT OF \$30,000. ALL AYES; MOTION PASSED 7-0.

B. Approve the first reading of an ordinance to amend Section 300.010 and repeal and replace Parkville Municipal Code Chapter 370 regarding the towing of abandoned vehicles and property from private and public property

Police Chief Kevin Chrisman stated that in early 2016 issues arose during Brewfest and the Police Department followed the guidelines in the state statute regarding towing from personal and private property. Since the original chapter was adopted in 1987 and was no longer valid, staff contacted peer cities and mirrored the revised chapter to follow the statute guidelines. The new guidelines held the tow services accountable.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2912, AN ORDINANCE AMENDING SECTION 300.010 AND REPEALING AND REPLACING CHAPTER 370 OF THE PARKVILLE MUNICIPAL CODE RELATED TO THE TOWING OF ABANDONED VEHICLES AND PROPERTY FROM PRIVATE AND PUBLIC PROPERTY, ON FIRST READING AND POSTPONE THE SECOND READING TO JANUARY 17, 2017. ALL AYES; MOTION PASSED 7-0.

C. Approve a change order with Westland Construction for sanitary sewer repairs at 9th and Main streets

Public Works Director Alysén Abel said that Westland Construction was working on sewer repairs in downtown Parkville. An issue was discovered when the construction inspector found a leak in the street and determined it was a sewer issue. The interim city administrator authorized an emergency repair of \$8,000. During the repairs a second issue was found 35 feet from the initial site and staff negotiated a change order in the amount of \$8,000. Staff determined that the sewer needed to be realigned because of the condition of the pipe and to move the sewer line out from under the street and into the median at 9th and Main streets. In addition, a new manhole would be installed. The estimated cost of the project was \$20,000. Abel noted that staff was unsure of how much repair would be needed in the area.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE CHANGE ORDER NO. 3 WITH WESTLAND CONSTRUCTION IN THE AMOUNT OF \$20,000 FOR THE SEWER REPAIR AT 9TH AND MAIN STREETS. ALL AYES; MOTION PASSED 7-0.

D. Adopt an ordinance to install a stop sign and “Do Not Block Intersection” sign on Julian Drive

Public Works Director Alysén Abel said that when QuikTrip was under construction staff was contacted by the Missouri Department of Transportation who recommended the addition of traffic control signs at the intersection of Julian Drive and Route 45. Staff reached out to on-call traffic engineering firm George Butler Associates who recommended two stop signs, one on northbound Julian Drive and one on the eastbound lane of the private drive from QuikTrip. In addition, they recommended installing a sign to prohibit blocking the intersection and stop bars painted on the pavement. Due to increased traffic in the area, the signs were installed before the QuikTrip opened. Abel noted that the signs were paid for by the Riss Lake Homeowner’s Association.

Alderman Sportsman questioned why the homeowners association paid for the sign when the additional traffic was because of QuikTrip. Abel responded that she would investigate to see if the homeowners’ association wanted to pursue reimbursement.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2913, AN ORDINANCE APPROVING THE INSTALLATION OF A STOP SIGN AND "DO NOT BLOCK INTERSECTION" SIGN ON JULIAN DRIVE, ON FIRST READING. ALL AYES; MOTION PASSED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2913 ON SECOND READING BY TITLE ONLY TO BECOME ORDINANCE NO. 2879. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, WELCH, LOCK AND SPORTSMAN. MOTION PASSED 7-0.

E. Approve the second reading of an ordinance to approve a conditional use permit to operate an office use of low traffic generation at 8904 NW Hwy 45 in the "R-1" Single-Family Residential District – Case PZ16-21; By the Blade, applicant

Community Development Director Stephen Lachky said that By the Blade approached staff who wanted to operate their business at 8904 NW Highway 45. Because the property was zoned residential it required a conditional use permit in order to be able to operate the business. At the December 20, 2016, meeting, the consensus of the Board of Aldermen was to add conditions prohibiting outdoor storage of equipment and materials on-site. Lachky said he spoke with the applicants before the public hearing and was assured there would not be any equipment or materials stored on-site.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2911, AN ORDINANCE APPROVING A CONDITIONAL USE PERMIT TO OPERATE AN OFFICE USE OF LOW TRAFFIC GENERATION AT 8904 NW HIGHWAY 45 IN PARKVILLE, MISSOURI, SUBJECT TO STAFF AND BOARD OF ALDERMEN CONDITIONS, ON SECOND READING TO BECOME ORDINANCE NO. 2880. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, WELCH, LOCK AND SPORTSMAN. MOTION PASSED 7-0.

5. STAFF UPDATES ON ACTIVITIES

A. Community Development

1. 2016 Code Enforcement Year-End Review

Community Development Director Stephen Lachky provided a review of code enforcement in 2016. He said the Property Maintenance Code was adopted in February. He also provided an overview of the violation process, noting the common violations included trash left out past the pickup time or placed in the street or sidewalk, outdoor storage, inoperable vehicles and temporary signs without a permit. Lachky said that in 2016 staff started placing stickers on the back of temporary signs that included the date of removal and the application number to show approval by the City.

Lachky also provided an overview of changes in 2016, noting that a new part-time code enforcement officer was hired and an online reporting form was added for residents to submit code violations to Community Development staff. The City became more proactive than reactive with code enforcement violations. He noted that since the online form was created there were 43 online submissions.

Interim City Administrator Kirk Davis welcomed Chris Williams as city attorney and noted that City Hall would be closed on January 16 for Martin Luther King, Jr. Day.

6. MAYOR, BOARD OF ALDERMEN & COMMITTEE REPORTS & MISCELLANEOUS ITEMS

7. ADJOURN

Mayor Johnston declared the meeting adjourned at 7:42 p.m.

The minutes for Tuesday, January 3, 2017, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the seventeenth day of January 2017.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney

