

JANUARY 3, 2012

CITY COUNCIL MEETING MINUTES

7:00 P.M.

ITEM # 1 – Mayor Dennis Wilson called the meeting to order with councilpersons, Danielle Verkamp, Don Moore, Margaret Roberts, Bryan Lambeth, Don Poskin, David Watkins and present for the meeting. Councilman Rodney Edwards was absent. Also present for the meeting were employees Sarah Wheeler, Candace Connell, John Edgar, Mike Lickliger. Citizens and interested parties MRPC’s Connie Willmann, City Engineer Jeff Meadows and Leader Journal’s Greg Edwards, Saint James Press’ Chris Daniels.

ITEM # 2 – Mayor Wilson led in the Pledge of Allegiance.

ITEM # 3 – On a motion by David Watkins and a second by Margaret Roberts the December 5, 2011 Regular and Public Hearing Council minutes were approved as written. The vote is as follows: Don Moore-aye, Danielle Verkamp-aye, Margaret Roberts-aye, David Watkins-aye, Bryan Lambeth-aye, Don Poskin – aye.

ITEM # 4 – On a motion by Don Moore and a second by Don Poskin the December 2011 City General fund bills, listed below, and the Utility General Bills were unanimously approved for payment. The vote is as follows: Don Moore-aye, Danielle Verkamp-aye, Margaret Roberts-aye, David Watkins-aye, Bryan Lambeth-aye, Don Poskin – aye.

ITEM # 5 – There were no citizens requesting to speak with the Council.

ITEM # 6 – Mayor Wilson introduced Sarah Wheeler as the new City Clerk and asked her to tell a little about herself. Next a motion was made by Don Moore and a second by Margaret Roberts to appoint Sarah Wheeler as the City Clerk. The vote was unanimously approved as follows: Don Moore – aye; Danielle Verkamp – aye; Margaret Roberts – aye; David Watkins – aye; Bryan Lambeth – aye; Don Poskin – aye.

ITEM # 7 – Connie Willman presented the Council with an organizational chart and job description for the City Administrator job. The job description was a final draft of what the Council had received in December. In reviewing the organizational chart, David Watkins asked Ms. Willman if the City Administrator can be over the utilities since there is a Utilities Board in place. Ms. Willman confirmed that this was acceptable. Margaret Roberts made a motion to accept the organizational chart and the job description for the City Administrator. Don Poskins seconded the motion. The motion was passed, the votes were as follows: Don Moore – aye; Danielle Verkamp – aye; Margaret Roberts – aye; David Watkins – no; Bryan Lambeth – no; Don Poskin – aye.

ITEM # 8 – Connie Willman presented the Board with a City Administrator Salary Survey & Compensation Package. Ms. Willman showed the Board several surveys she had put together for Municipalities the same budget as St. James and the same population as St. James. She recommended to the Board to hire a City Administrator at a Class 11 salary range which is \$50,287 - \$65,371. Mayor Wilson asked the Council if they would be available for a workshop on either January 17th or 18th to discuss the salary and compensation package in more detail. It was decided to hold a special workshop on January 18, 2012 at 4:00 pm.

ITEM # 9 – City Engineer Jeff Meadows spoke with the Council concerning the BEP/Financing Plan. He stated that the total project would cost approximately \$10.5 million over the next 10 years. However, upon staff recommendation he would ask the council to pass an Ordinance calling for a Bond Election in the amount of \$5.2 million which would complete Phase 1 of the project, then when needed the Council can go back to the citizens and ask for the remaining money. Mr. Meadows mentioned to the Board on completing a study of the average sewer user the rates will have to be raised by approximately \$5 per month with the funding or a lot more without the funding.

ITEM # 10 – Proposed Ordinance # 12-1019 – calling a Bond election in the City of St. James, MO and authorizing certain actions in connection therewith was posted, given to the City Council twenty-four hours prior to the meeting and read twice by title at the meeting by Clerk Wheeler. On a motion by Margaret Roberts and a second by Don Poskin the Ordinance was approved. The vote is as follows: Don Moore-aye, Danielle Verkamp-aye, Margaret Roberts-aye, David Watkins-aye, Bryan Lambeth-aye, Don Poskin – aye.

ITEM # 11 – On a motion by David Watkins and a second by Don Moore, the Council approved a Water Supply Facility Operation agreement Contract between the City of St. James and Boys & Girls Town of Missouri. The vote is as follows: Don Moore-aye, Danielle Verkamp-aye, Margaret Roberts-aye, David Watkins-aye, Bryan Lambeth-aye, Don Poskin – aye.

ITEM # 12 – Candace Connell reported the pre-bid meeting for the new construction on the City Hall and Police Department would be held on January 4, 2012 at 3:00 pm, the bid opening is

scheduled for February 1, 2012 at 3:00 pm and the construction start date will either be March or April 1, 2012. Candace also presented the Council with a Budget review.

ITEM # 13 - Mayor Wilson reported there would be two ribbon cuttings held on February 6, 2012 at 2:00 pm and 3:00 pm. Mayor Wilson also reported that the St. James area CF threw a New Years Eve Gala at Matt's Steakhouse and had raised \$10,000 towards improving the Community Hall.

ITEM # 14 – No action.

ITEM # 15 – On a motion by Don Moore and a second by David Watkins the meeting adjourned at 8:30 P.M.

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Mayor, Dennis Ira Wilson

ATTEST:

City Clerk, Sarah Wheeler

DECEMBER 2011 BILLS & SALARIES

DEPOSITED IN GEN. FUND

GENERAL	\$	17,216.86	RE TAX/BLDG		
POLICE	\$	40,344.44	PERMIT/MISC	\$	22,751.68
COMMUNITY DEV.	\$	4,062.64	CABLE TV FRANCHISE	\$	-
CODES ADMIN	\$	1,868.52	SALES TAX	\$	54,076.13
MUNICIPAL COURT	\$	5,774.42	INTEREST	\$	114.43
SANITATION	\$	30,060.39	MUNICIPAL COURT	\$	9,561.50
STREET	\$	28,557.11	SANITATION	\$	34,851.02
TRANS. SALES TAX	\$	32.00	GAS TAX/PERMITS	\$	11,695.82
TIC/c of c	\$		TRANS. SALES TAX	\$	27,038.07
PARK	\$	320.47	TIC	\$	2,332.99
SUMMER SPORTS	\$	10,662.35	PARKS	\$	3,872.00
SWIMMING POOL	\$	388.80	SUMMER SPORTS	\$	8,862.00
UT TO REIMB	\$	()	SWIMMING POOL	\$	23,538.65
DEPOT	\$	-	UT PILOT	\$	34,639.98
			DEPOT	\$	125.00
TOTAL	\$	139,288.00		\$	233,459.27

CC: Mayor Wilson, Chitwood, Watkins, Edwards, Roberts, Moore, Verkamp, Lambeth, Poskin