

**COUNCIL WORKSHOP MEETING
TUESDAY, JANUARY 3, 2023 – 6:00 p.m.
COUNCIL CHAMBER
405 JEFFERSON STREET
WASHINGTON, MO**

INTRODUCTORY ITEMS:

Roll call/Pledge of Allegiance

ACTION:

1. APPROVAL OF MINUTES:

Approval of the December 5, 2022 Workshop minutes

Approve/Mayor

2. PRESENTATIONS:

3. REPORT OF DEPARTMENT HEADS:

A. Communications Department –

a. 9-1-1 Contract Update

Discussion

B. Parks Department –

a. Proposed Marijuana Tax

Discussion

4. EXECUTIVE SESSION:

Public vote on whether or not to hold a closed meeting to discuss personnel, legal or real estate matters pursuant to Section 610.021 RSMo (2000)

ROLL CALL VOTE

5. ADJOURNMENT:

POSTED ON CITY HALL NOTICE BOARD BY SHERRI KLEKAMP, CITY CLERK, DECEMBER 28, 2022
A COPY OF THIS NOTICE IS ALSO AVAILABLE ONLINE AT www.washmo.gov

**MINUTES OF THE
CITY OF WASHINGTON, MISSOURI
COUNCIL WORKSHOP MEETING
DECEMBER 5, 2022**

The Council Workshop Meeting was held on Monday, December 5, 2022 at 6:00 p.m. in the Council Chamber, 405 Jefferson Street, Washington, Missouri. Mayor Hagedorn opened the meeting with roll call and Pledge of Allegiance.

Mayor:	Doug Hagedorn	Present	
Council Members:	Ward I	Al Behr	Present
		Duane Reed	Present
	Ward II	Mark Hidritch	Present
		Mark Wessels	Absent
	Ward III	Chad Briggs	Present
		Jeff Patke	Present
	Ward IV	Mike Coulter	Present
		Joe Holtmeier	Present

Also Present:	City Attorney	Mark Piontek (6:53 p.m.)
	City Administrator	Darren Lamb
	City Clerk	Sherri Klekamp
	Human Resources Manager	Shauna Pfitzinger
	Library Director	Nelson Appell
	Finance Director	Mary Sprung
	Building Official	JC Lopez
	Street Superintendent	Tony Bonastia
	Economic Development Director	Sal Maniaci
	Parks Director	Wayne Dunker
	Emergency Management Director	Mark Skornia
	Communications Director	Jennifer Brune
	Fire Chief	Tim Frankenberg
	Police Chief	Jim Armstrong

Approval of Minutes

A motion to approve the minutes from the November 21, 2022 Workshop meeting as presented made by Behr, seconded by Patke, passed without dissent.

Presentations

a. Health Benefits Presentation – Schroepfer Insurance

November 30, 2022

Honorable Mayor and City Council

City of Washington

Washington, Missouri 63090

RE: Employee Insurance Renewal

Dear Mayor and Council Members:

December 5, 2022

We recently met with Scott Schroepfer and Wanda Gilbert, with Schroepfer Insurance, where they presented recommendations for our 2023 employee insurance renewals. Schroepfer Insurance has consistently provided the City with efficient, professional, and valuable assistance in being able to offer our employees high-quality healthcare coverage at an affordable price.

It is the recommendation of staff to accept Schroepfer Insurance's suggestion to keep the medical insurance with Anthem with no increase in premium! We also recommend keeping the dental, vision, basic group life insurance, and voluntary supplemental life insurance with Equitable. This will come with a slight increase in dental premium, but no increase to the other lines of coverage with Equitable.

We will be moving the Worksite Benefits coverage from Guardian to Hartford with better coverages and savings for most lines. Finally, we are recommending staying with iSolved Benefits for the flexible spending account.

With your approval, staff will proceed with the recommendation.

Respectfully submitted,

Shauna Pfitzinger

Human Resources Manager

After a presentation by Scott Schroepfer of Schroepfer Insurance and discussions on dental benefits and open enrollment timeframe, a motion to forward to Council made by Patke, seconded by Holtmeier, passed without dissent.

Report of Department Heads

A. Building Department –

a. Condemned Property Update

City Administrator Darren Lamb and Building Official JC Lopez updated Council on condemned properties.

B. Communications Department -

a. Generator & Transfer Switch Purchase

November 17, 2022

Mayor Doug Hagedorn

City Council Members

405 Jefferson St.

Washington, MO 63090

Dear Mayor and City Council Members,

Attached you will find an ordinance and two quotes for the purchase of a new 100kw generator for Communications at the Public Safety Building. This will replace the Communications generator that failed back in July of this year. We researched rebuilding the engine and replacing the switch. Due to the cost of rebuilding and the age of the generator, it was decided to send out RPFs for replacing the generator and transfer switch. Two quotes were received. Eckelkamp Electric quoted \$89,000.00 and Rolwes Electric quoted \$69,875.00. After review and comparison of both quotes it is my recommendation that we accept the bid from Rolwes Electric.

I will be available at the meeting on December 5, 2022 to answer any questions

Sincerely,

Jennifer Brune,

Director of Communications

December 5, 2022

Director of Communications Jennifer Brune and Emergency Management Director Mark Skornia discussed the purchase. After discussion, a motion to forward to Council made by Holtmeier, seconded by Wessels, with Hidritch voting nay.

C. Engineering Department -

a. MoDOT Amendment No. 1 – Funding for Airport

November 30, 2022

Honorable Mayor and City Council

City of Washington

Washington, MO 63090

RE: MoDOT Airport Block Grant – Airport Layout Plan (ALP) Amendment

Dear Mayor and City Council Members:

With the acceptance of the contract to construct the hangars at the airport, MoDOT is amending the block grant to provide us an additional \$598,840 towards the construction of the project.

In order to accept the money the City will need to commit \$29,500 of its own money towards the project. With acceptance of contract, these dollars have already been committed.

Staff recommends approval.

Respectfully submitted,

John Nilges, P.E.

Public Works Director

City Administrator Darren Lamb discussed the amendment. After discussion, a motion to forward to Council made by Holtmeier, seconded by Patke, passed without dissent.

D. Finance Department -

a. 2022 Budget Amendment

To: Mayor and City Council

From: Mary Sprung

Date: December 5, 2022

Re: Budget Amendment

Included in your packet for the City Council meeting later tonight, is a budget amendment for the 2021-2022 budget which is to adjust for revenues that were higher than anticipated, adjust for donation not received for industrial park, and road and bridge funds received from Franklin County. In addition, it includes recording the enterprise lease payments, adjusts for various expense which were higher than anticipated and corrects various budget Ordinances G/L account errors and correction of budget items.

I will be available for any questions that you may have at the City Council Workshop meeting.

Finance Director Mary Sprung discussed the amendment. After discussion, a motion to forward to Council made by Wessels, seconded by Patke, passed without dissent.

b. 2023 Budget Amendment

To: Mayor and City Council

From: Mary Sprung

Date: December 5, 2022

Re: Budget Amendment

Included in your packet for the City Council meeting later tonight, is a budget amendment for the 2022-2023 budget which is to adjust for additional donations anticipated and related purchases,

December 5, 2022

and to budget for HVAC controls at the Public Safety Building. In addition, to rebudget capital items/projects that are ordered or have been delayed in 2022 and therefore, will not be delivered or completed until FY 2023.

I will be available for any questions that you may have at the City Council Workshop meeting.

Finance Director Mary Sprung discussed the amendment. After discussion, a motion to forward to Council made by Wessels, seconded by Hidritch, passed without dissent.

c. Capital Improvement Sales Tax Update

Finance Director Mary Sprung updated and discussed with Council the Capital Improvement Sales Tax numbers.

E. Parks Department -

a. Mini Shelter Purchase

December 5, 2022

Honorable Mayor and City Council

City of Washington

405 Jefferson Street

Washington, MO 63090

RE: Bid Recommendation – Dog Park Mini Shelters

Honorable Mayor and City Council,

This past summer a Lion's Club member approached me about a possible donation of mini shelters for the Southpoint Bark Park (dog park). The Club has a number of members who use the park on a regular basis and are looking for ways to get out of the sun and rain while at the park. Over the past few months, I have worked with a couple of Club members on sizing, location etc for potential shelters. The Club would like to donate two all metal mini shelters, one (12x12) for the small dog area and a larger one (24x12) for the large dog area of the park. As of now, the mini shelters are 7-9 months out. Parks and Recreation staff would perform site grading and the concrete pad installations.

Accordingly, the Parks and Recreation Commission and staff recommend that Council consider Fry and Associates bid for two mini shelters in the amount of \$25,175.00. The shelters would be purchased as a Cooperative Purchasing Program, similar to the pavilions at Lions Lake.

As always, if you have any questions, concerns or would like additional information, please feel free to contact me prior to the Council Meeting.

Respectfully,

Wayne Dunker, CPRP

Director of Parks & Recreation

Parks Director Wayne Dunker discussed the purchase. After discussion, a motion to forward to Council made by Hidritch, seconded by Holtmeier, passed without dissent.

Adjournment

With no further business to discuss, a motion to adjourn made at 6:59 p.m. by Behr, seconded by Holtmeier, passed without dissent.

December 5, 2022