

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL
CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI
MONDAY, DECEMBER 18, 2023**

INTRODUCTORY ITEMS:

The Regular Meeting of the City of Washington, Missouri, City Council was held on Monday, December 18, 2023, at 7:00 p.m. in the Council Chamber. Mayor Doug 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	Present
Ward III	Chad Briggs	Absent
	Jeff Patke	Present
Ward IV	Mike Coulter	Present
	Joe Holtmeier	Present

Also Present:	City Attorney	Mark Piontek
	City Administrator	Darren Lamb
	City Clerk	Sherri Klekamp
	Economic Development Director	Sal Maniaci
	Human Resources Manager	Shauna Pfitzinger
	Street Superintendent	Tony Bonastia
	Public Works Superintendent	Kevin Quaethem
	City Engineer	Charles Stankovic
	Parks Director	Wayne Dunker
	Emergency Management Director	Justin Frankenberg
	Fire Chief	Tim Frankenberg
	Police Chief	Jim Armstrong

Originals and/or copies of agenda items of the meeting, including recorded votes are available on record in the office of the City Clerk. Each ordinance is read a minimum of twice by title, unless otherwise noted.

Approval of Minutes:

* Approval of the Minutes from the December 4, 2023, Council Meeting

A motion to accept the minutes as presented made by Councilmember Wessels, seconded by Councilmember Hidritch, passed without dissent.

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Approval and Adjustment of Agenda including Consent Agenda:

- * Final Payment Request – City Auditorium Roof
- * Payment Request – Jefferson Street – Roadway and ADA Compliance Project

A motion to accept and approve the agenda including the consent agenda accordingly made by Councilmember Holtmeier, seconded by Councilmember Hidritch, passed without dissent.

PRIORITY ITEMS:

Mayor’s Presentations, Appointments & Reappointments:

- * Police Department Appointments

December 11, 2023

I herewith submit for your approval the following for appointment to the Police Department for a six-month probationary term:

<i>NAME</i>	<i>TERM BEGINS</i>	<i>TERM ENDS</i>
<i>Randy H. Helmig Police Officer</i>	<i>December 18, 2023</i>	<i>June 18, 2024 (first 6 months)</i>
<i>Tylor J. Bounds Police Officer</i>	<i>December 18, 2023</i>	<i>June 18, 2024 (first 6 months)</i>

Respectfully submitted,

James D. Hagedorn

Mayor

A motion to accept and approve the appointments made by Councilmember Hidritch, seconded by Councilmember Patke, passed without dissent.

*Mayor Doug Hagedorn recognized John Patke and Katie Dieckhaus for their work on the 100th Anniversary Celebration.

PUBLIC HEARINGS

- * Annexation – Stone Bridge Development Phase II

December 12, 2023

Honorable Mayor and City Council

City of Washington

Washington, Missouri

Re: File No. 23-1201-Annexation – Stone Bridge Development Phase II

Dear Mayor and Council Members:

At the regular meeting of the Planning and Zoning Commission, held on December 11, 2023 the Commission reviewed and approved the above request with a unanimous vote.

Sincerely,

Thomas R. Holdmeier

Chairman

Planning & Zoning Commission

Maniaci: Alright. I apologize, Sarah Skeen actually is out sick today, so you got me one more time for the Planning and Zoning items. On your first agenda item tonight on the Public

Hearings is the annexation of Phase II of the Stone Bridge Development and there is a Preliminary Plat later on the agenda as well.

As for this, it's a request for a voluntary annexation of 18.72 acres just east of Rabbit Trail here and just north of the new East-West Parkway. So, if you've been out there, that is already being put in and you can actually see grading going on in this location.

So, the request is to bring it into City limits as R1-D Single-Family Residential. You can see the hatched area is also R1-D, so it matches the surrounding area, and that is single-family with a minimum lot size of 7,500 square feet. Very compatible with the surrounding properties.

Planning and Zoning reviewed this last week and voted unanimously to approve it.

Lamb: Later on in your packet, you've got the Preliminary Plat that's under Boards and Commissions Report.

Hagedorn: Discussion? Okay, we need a motion I guess to accept this into the minutes please.

Patke: So moved.

Klekamp: It's a Public Hearing.

Behr: Anybody here?

Hagedorn: Public comments, okay. Would anyone like to comment from the public on the development? Okay.

With no further discussion, a motion to accept this item into the minutes made by Councilmember Patke, seconded by Councilmember Behr, passed without dissent.

Bill No. 23-12922, Ordinance No. 23-13887, an ordinance annexing 18.72 acres off Bieker Road into the City of Washington, Missouri, Franklin County, Missouri.

The ordinance was introduced by Councilmember Patke.

With no further discussion, the ordinance was read a second time and approved on the following vote; Coulter-aye, Patke-aye, Behr-aye, Reed-aye, Wessels-aye, Hidritch-aye, Holtmeier-aye, Briggs-absent.

* Special use Permit – 335 Rand Street

December 12, 2023

Honorable Mayor and City Council

City of Washington

Washington, Missouri

Re: File No. 23-1203-Special Use Permit-335 Rand Street

Mayor & City Council,

At the regular meeting of the Planning and Zoning Commission, held on December 11, 2023 the above mentioned Special Use Permit was approved with a unanimous vote in favor.

Sincerely,

Thomas R. Holdmeier

Chairman

Planning & Zoning Commission

Maniaci: Alright, your second Public Hearing tonight is a request for a Special Use Permit for short-term lodging located at 335 Rand Street. You can see here with the little pin, it is in the

R-2 Overlay Zoning District. As of August this year, it is in the appropriate zoned district for short-term rental with a Special Use Permit.

With the new rules, you also implemented with the 150' buffer from any existing short-term rentals. You can see here, our GIS Map shows where the existing are in the region so, it's outside of the buffer so it does meet the requirements.

You can see here on the aerial, it is a corner lot so it does have more parking than most on these narrow lots in the downtown area, so it does have parking on James and Rand available and it does have alley access. As of right now, I'll show you pictures. Here's a street view, see Rand and James, there's not currently access here through the alley for parking in the rear. The applicant did state that they may be making those improvements in the future so they could add additional parking.

As for the actual review, this was one of the properties that was caught by our Third-Party Reporting System, Granicus. For a short-term rental, it was listed either VRBO or Airbnb and that's how it was caught in our system. Without having properly registered. So, they're coming into conformance.

We have not received any complaints about it. We actually did not know it was in operation until we found it with the system so, I think it still falls under our recommendation of approval in the sense that it's not detrimental to the surrounding properties especially since it's been operating since 2021 without any major complaints.

With that being said, the Planning and Zoning Commission did recommend approval of this. There was discussion; however, when they had alluded to the fact that it's not Planning and Zoning's position, Chad had brought up at the meeting, since he's not here, I'll bring it up on his behalf, about the requirements for paying back taxes. The Planning and Zoning Commission agreed that was necessary, but not necessarily their place. And so, after talking to Piontek, it is something that City Council can require as a condition of approval on this. So, it can move forward with the condition that back taxes are paid on the property for the time it was in operation for the tourism tax and then once that's paid, then they can have their license be officially valid.

But with all that being said, Planning and Zoning did vote unanimously to approve it.

Hidritch: Sal, is the applicant aware of that?

Maniaci: They were at the meeting last week, yes. That was the first time that it got brought up, but yes.

Wessels: I'm sorry, did you say how much...*inaudible*

Maniaci: Well, so...

Wessels: How much it would be?

Maniaci: We used that third party system; Granicus and it had an estimate based off of times blocked off on different websites. They do that for all of our units and that's, they give us a range of what to expect on our bed tax. And this particular property, it said since it first came online in 2021 to as of this month, they anticipated \$74,100, estimated, \$74,155 of revenue. So, you take that by five percent, that is 30, \$3,707.75 for the bed tax. So, that would be based off of that system's estimate.

Wessels: Well, that certainly seems reasonable to me.

Lamb: Mark, is that something that they can add as a condition on the ordinance?

Piontek: Yes, it should be a condition of the Special Use Permit that we work out an agreement on the back lodging tax.

Maniaci: And so, does the condition need to state the exact dollar amount or just that an agreement...

Piontek: No, just that we work out...

Maniaci: Okay.

Piontek: An agreement on the back lodging tax.

Hagedorn: More questions or discussions guys?

Wessels: So, do we need to amend something to put that in there or is that...

Lamb: Well, that's your next agenda item. First, this is a hearing so, in case you might want to open the floor or see if there are any questions...

Hagedorn: Absolutely.

Lamb: Or comments.

Hagedorn: Okay. Would anyone in the audience like to comment on this issue?

Marcus Melita: So, my wife and I are the ones who own...

Klekamp: I'm sorry, can you state your name and address please?

Marcus Melita: Yeah, it's Marcus Melita, 335 Rand Street. It's the property in discussion. We didn't know that there was a Special Use Permit. As soon as we were aware of it, we came to the Planning and Zoning last week so we do our best to abide by everything. Keep the ordinance down to the noise level and all of that stuff. We actually employ two of the surrounding neighbors. One comes clean, one's a handyman, so it's not like a get rich type deal. It's a, so, just kind of letting you know, we weren't aware that we were violating anything.

Hidritch: And how did you become aware of that?

Marcus Melita: It was a letter that we received.

Maniaci: Yes, our system caught three in particular that were operating illegally so, they are one of the three.

Lamb: So, and are you aware too I guess, this came up earlier in our Department Head Meeting that there is an occupancy inspection. An inspection by our Building Department that has to go through, I didn't know if you were aware that to make sure of that.

Marcus Melita: *Inaudible*

Maniaci: Whenever you get your license, we require, they would have, when you get your Business License, they'll require proof of an inspection and then it's just every short-term rental, when you get it renewed every year, they ask for proof of re-inspection.

Patke: What is your feelings on the back charges as discussed earlier? Are you aware of that?

Marcus Melita: Yes, we were brought, aware of it last meeting. I mean that's something that we will absolutely take care of. We're not trying to lie or get over on anything. Again, we weren't aware of it so, here we are trying to get into, I guess in-line with the ordinance and everything.

Hagedorn: Marcus, you guys live in Pacific, is that correct?

Marcus Melita: Yes.

Hagedorn: Okay.

Marcus Melita: Yes, just building a house actually at the moment.

Hagedorn: Okay.

Wessels: Appreciate you going along with all of these...

Marcus Melita: Yes, hey...

Wessels: Issues that you weren't aware of before.

Marcus Melita: Yes, so, we appreciate it. We really enjoy the town so, we actually come out quite a bit...*inaudible*. Go to gymnastics in town and everything else, so.

Hagedorn: Thank you. Other questions or discussions you guys?

With no further discussion, a motion to accept this item into the minutes made by Councilmember Holtmeier, seconded by Councilmember Coulter, passed without dissent.

Bill No. 23-12923, Ordinance No. 23-13888, an ordinance granting a Special Use Permit to utilize 335 Rand Street as a Vacation Rental in the City of Washington, Franklin County, Missouri.

The ordinance was introduced by Councilmember Holtmeier.

After discussion, a motion to include a condition that the Applicant and the City reach an agreement on the amount of past due lodging taxes due to the City made by Wessels, seconded by Patke, passed without dissent. The ordinance was read a second time and approved on the following vote; Coulter-aye, Patke-aye, Behr-aye, Reed-aye, Wessels-aye, Hidritch-aye, Holtmeier-aye, Briggs-absent.

CITIZENS COMMENTS

* None

UNFINISHED BUSINESS

* None

REPORT OF DEPARTMENT HEADS

* CMAQ Grant Application – East Fifth Street South Point Road/Highway 100 Intersection
City Administrator Darren Lamb and City Engineer Charles Stankovic discussed applying for an application for East Fifth Street/South Point Road and Highway 100 Intersection. Discussion ensued.

* 2024 Insurance Renewal

December 18, 2023

Honorable Mayor and City Council

City of Washington

Washington, Missouri 63090

RE: Employee Insurance Renewal

Dear Mayor and Council Members:

At the council workshop meeting held on December 4, 2023, Schroepfer Insurance presented its recommendations for the 2024 employee insurance renewals. The City has benefited from the professional and valuable assistance provided by Schroepfer Insurance in providing our employees with high-quality healthcare coverage at an affordable price.

After a thorough evaluation, staff recommends accepting Schroepfer Insurance's suggestion to retain the medical insurance with Anthem with a 9.36% increase in premium. Earlier this month, Scott mentioned that we were initially quoted a 24% increase. However, Schroepfer Insurance has worked hard to identify equivalent, but alternative options that would provide the same level of coverage to our employees and reduce the additional premium costs for the city and the employees.

To control premiums, the recommendation is to move the dental insurance, basic group life insurance, and voluntary supplemental life insurance to Lincoln. This would ensure that there is no increase in premiums for these coverage lines. Additionally, it is recommended to move the vision insurance to Principal Financial. Our initial renewal for this coverage line came in at a 50% increase, but by moving to a new carrier, we can reduce this to an 18% increase.

We will be keeping the Worksite Benefits coverage with Hartford. Finally, we recommend staying with iSolved Benefits for the flexible spending account.

With your approval and acceptance into the minutes, staff will proceed with the recommendation.

Respectfully submitted,

Shauna Pfitzinger

Human Resources Manager

After discussion, a motion to accept this item into the minutes made by Councilmember Wessels, seconded by Councilmember Holtmeier, passed without dissent.

*Parks Director Wayne Dunker discussed improvements at the Riverfront Boat Ramp. Discussion ensued.

ORDINANCES/RESOLUTIONS

Bill No. 23-12924, Ordinance No. 23-13889, an ordinance authorizing and directing the execution of a Preventative Maintenance Agreement by and between the City of Washington, Missouri and EVAPAR for routine maintenance on all City generators.

The ordinance was introduced by Councilmember Patke.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Coulter-aye, Patke-aye, Behr-aye, Reed-aye, Wessels-aye, Hidritch-aye, Holtmeier-aye, Briggs-absent.

Bill No. 23-12925, Ordinance No. 23-13890, an ordinance authorizing and directing the execution of an Agreement by and between the City of Washington, Missouri and Eagan Building Group, LLC for Construction Improvements for the Public Works Office Remodel and amend the 2024 Budget.

The ordinance was introduced by Councilmember Patke.

After discussion, the ordinance was read a second time and approved on the following vote; Coulter-aye, Patke-aye, Behr-aye, Reed-aye, Wessels-aye, Hidritch-aye, Holtmeier-aye, Briggs-absent.

Bill No. 23-12926, Ordinance No. 23-13891, an ordinance authorizing and directing the City of Washington, Missouri to accept the Quote from Eastech Flow Controls Inc. for the purchase of Twelve (12) iTracker Cellular Units.

The ordinance was introduced by Councilmember Hidritch.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Coulter-aye, Patke-aye, Behr-aye, Reed-aye, Wessels-aye, Hidritch-aye, Holtmeier-aye, Briggs-absent.

Bill No. 23-12927, Ordinance No. 23-13892, an ordinance authorizing and directing the execution of a Parking License Agreement by and between the City of Washington, Missouri and Waste Management of Missouri, Inc.

The ordinance was introduced by Councilmember Patke.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Coulter-aye, Patke-aye, Behr-aye, Reed-aye, Wessels-aye, Hidritch-aye, Holtmeier-aye, Briggs-absent.

Bill No. 23-12928, Ordinance No. 23-13893, an ordinance amending Schedule IV, No Parking At Any Time, of the Code of the City of Washington, Missouri.

The ordinance was introduced by Councilmember Holtmeier.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Coulter-aye, Patke-aye, Behr-aye, Reed-aye, Wessels-aye, Hidritch-aye, Holtmeier-aye, Briggs-absent.

Bill No. 23-12929, Ordinance No. 23-13894, an ordinance authorizing and directing the execution of a Development Agreement by and between the City of Washington, Missouri and Clover Valley Properties, LLC.

The ordinance was introduced by Councilmember Patke.

After discussion on the development agreement and the RFQ's for the new fire station, the ordinance was read a second time and approved on the following vote; Coulter-aye, Patke-aye, Behr-aye, Reed-aye, Wessels-aye, Hidritch-aye, Holtmeier-aye, Briggs-absent.

Bill No. 23-12930, Ordinance No. 23-13895, an ordinance authorizing and directing the execution of an Agreement to Cost-Share Facilities Extension to the Richard Oldenburg Industrial Park by and between the City of Washington, Missouri and the Washington Missouri Development Corporation.

The ordinance was introduced by Councilmember Holtmeier.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Coulter-aye, Patke-aye, Behr-aye, Reed-aye, Wessels-aye, Hidritch-aye, Holtmeier-aye, Briggs-absent.

COMMISSION, COMMITTEE AND BOARD REPORTS

* Washington Historic Preservation Commission Annual Report

The Certified Local Government (CLG) Annual Report was discussed. A motion to approve this item made by Councilmember Behr, seconded by Councilmember Patke, passed without dissent.

* Preliminary Plat Approval – Stone Bridge Development Phase II

December 12, 2023

Honorable Mayor and City Council

City of Washington

Washington, Missouri

Re: File No. 23-1202-Preliminary Plat-Stone Bridge Development Phase II

Dear Mayor and Council Members:

At the regular meeting of the Planning and Zoning Commission, held on December 11, 2023 the Commission reviewed and approved the above request with a unanimous vote.

Sincerely,

Thomas R. Holdmeier

Planning & Zoning

Chairman

The Preliminary Plat Approval was discussed. With regards to the code requirement having a maximum grade of 10% and anything above that would have to be approved by the Planning and Zoning Commission and the City Council, Economic Development Director Sal Maniaci stated for the record, “Charles and I talked today, we’re going to come up with a code amendment that allows that to be codified with special approval from the Engineering Department, without having to get a variance.” A motion to accept and approve this item made by Councilmember Behr, seconded by Councilmember Patke, passed without dissent.

MAYOR’S REPORT

- * First Council Meeting in January – Tuesday, January 2, 2024, due to New Year’s Holiday
- * Second Council Meeting in January – Tuesday, January 16, 2024, due to MLK Holiday

CITY ADMINISTRATOR’S REPORT

- * Salary Study update.
- * Mayor Doug Hagedorn, City Administrator Darren Lamb and Police Chief Jim Armstrong will be meeting with the Executive Director of Life’s River to discuss the Temporary Shelter located at 2132 Highway A.

COUNCIL COMMENTS

- * Brief discussion on recycling issue in Stone Crest Subdivision.
- * Merry Christmas.

CITY ATTORNEY’S REPORT

Public vote on whether or not to hold a closed meeting to discuss personnel, legal and real estate matters pursuant to Section 610.021 RSMo (2000) passed at 8:12 p.m. on the following roll call vote; Coulter-aye, Patke-aye, Behr-aye, Reed-aye, Wessels-aye, Hidritch-aye, Holtmeier-aye, Briggs-absent.

The regular session reconvened at 8:25 p.m.

ADJOURNMENT

With no further business to discuss, a motion to adjourn made at 8:25 p.m. by Councilmember Patke, seconded by Councilmember Holtmeier passed without dissent.

Adopted: _____

Attest: _____
City Clerk

President of City Council

Passed: _____

Attest: _____
City Clerk

Mayor of Washington, Missouri