

CITY COUNCIL MINUTES
APRIL 23, 2019

The Council of the City of Fulton, Missouri, met in Regular Session on Tuesday, April 23, 2019 in the Council Chambers of City Hall located at 18 E. 4th Street. Present and presiding were: Mayor Lowe Cannell; William R. Johnson, Director of Administration; Courtney L. Crowson, City Clerk; and Steve Myers, Chief of Police. The meeting was called to order by Mayor Cannell at 6:30 p.m. Roll call was taken by the City Clerk, and members of the council present were: Moore, Pace-Snook, Rehklau, Sebacher, Shiverdecker, and Simmons. Absent were Councilman Braun and Councilman Stone. Also present were: Kathy Holschlag, Chief Financial Officer; Kyle Bruemmer, Interim City Engineer; Dennis Houchins, Planning & Protective Services Director; Kevin Coffelt, Fire Chief; Clay Caswell, Parks & Recreation Director; Robert Boone, Assistant Director of Administration; Michelle Maupin, Human Resources Director; Pastor Mike Crowson; Jenny Gray of *THE FULTON SUN*; Mike Haldeman and Darin Wernig, Audio/Video; and visitors: Jenifer Gingerich, Mike Crowson, Kathleen Crowson, Alan Lawson, Jennifer Wilkins, Kelsay Fletchall, Patrick Payne, Jasmine Ramirez, and Stephanie Hampton.

INVOCATION:

Invocation was given by Pastor Crowson.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Pastor Crowson.

COMMENTS FROM VISITORS:

There were none.

APPROVAL OF THE CONSENT AGENDA:

The following items were distributed to each member of the City Council for review and study as a part of their council packet. City Clerk Courtney Crowson presented each item and stated the council may choose to remove any item from the Consent Agenda for discussion at this time.

- a. Approval of the City Council meeting minutes of April 9, 2019.
- b. Approval of the Director of Administration Report of March.
- c. Appointment of Ella Washington to the Fulton Housing Authority Commission.
- d. Re-Appointment of Denise Felt to the Fulton Housing Authority Commission.
- e. Acknowledgement of the following Board & Commission reports:
 - i. Historic Preservation Commission: 03/19/19
 - ii. Public Utility Board: 03/25/19

Mayor Cannell stated Councilman Simmons has accepted the appointment as Council Liaison to the Public Utility Board. Councilman Simmons requested to remove the Director of Administration Report from the Consent Agenda.

Motion was offered by Councilman Shiverdecker and seconded by Councilwoman Rehkla to approve the remaining items on the Consent Agenda, as presented. Motion carried with six members of the council voting in favor, and two members (Braun, Stone) absent.

CONSENT AGENDA ITEMS FOR DISCUSSION:

Councilman Simmons asked about the Financial Report percentages. City Clerk Courtney Crowson asked if the percentages in question are from the Director of Administration (DOA) Report or the upcoming Financial Report. After some clarification, Councilman Simmons acknowledged his questions were in regards to the Financial Report, and he had no questions relating to the DOA Report.

Motion was offered by Councilman Shiverdecker and seconded by Councilwoman Rehkla to approve the DOA Report, as presented. Motion carried with six members of the council voting in favor, and two members (Braun, Stone) absent.

PRESENTATION AND ACCEPTANCE OF THE FINANCIAL REPORT FOR THE MONTH OF MARCH.

The Financial Report for the month of March 2019 was presented for acceptance, and Chief Financial Officer, Kathy Holschlag was present to answer any questions from the council.

Holschlag stated March was a three payroll month, so expenses were proportionately higher. Water and Solid Waste experienced a loss for the month due to large capital expenditures. Otherwise, there were no noteworthy or out-of-the-ordinary occurrences.

Following some review, motion was offered by Councilman Shiverdecker and seconded by Councilman Simmons to accept the Financial Report for March 2019, as presented. Motion carried with six members of the council voting in favor, and two members (Braun, Stone) absent.

UNFINISHED BUSINESS:

There was no Unfinished Business for consideration at this meeting.

NEW BUSINESS:

- a. Kelsay Fletchall, co-chair of the Fulton Street Fair, will be present to request permission for the event to be held June 21-22, 2019 in downtown Fulton.

Fletchall was present along with Stephanie Hampton, and stated she has recently met with Administration and the Department Heads to review the annual request. This year's event is planned for June 21st and 22nd, and there have not been any significant changes to the recurring request. Bill Johnson, Director of Administration, stated the various departments have had many years of experience with this event and know how to handle it.

Motion was offered by Councilman Shiverdecker and seconded by Councilwoman Pace-Snook to approve the request, as presented. Motion carried with six members of the council voting in favor, and two members (Braun, Stone) absent.

- b. Jennifer Wilkins (Smokin' Loud Cuisine) will be present to request permission to operate a food truck in Carver Park during a basketball tournament and the annual Peace Festival.
 - i. City Code does not allow for retail sales on streets, sidewalks, parks, or city property (unless authorized by City Council).

- ii. The business plans to operate during a summer basketball tournament (May-August) and as part of the Peace Festival a multi-day event) in June 2019.

Wilkins stated she is the owner of the food truck, and after obtaining a city business license, she is asking for permission to operate on city streets and in the city parks in addition to the aforementioned requests.

Johnson asked the council to review the requests separated as the city does not have any thing on the books at this time to regulate food truck operations. Johnson also stated the city is looking into simple food truck ordinances to address this issue. Councilwoman Pace-Snook stated she would like to see the city find an ordinance to accommodate food trucks in the future.

Councilman Simmons stated he does not have an issue with granting the request to allow the food truck to operate at the Peace Festival or a basketball tournament, but he agrees that general authorization to operate on the city streets should be considered at a later time.

Clay Caswell, Parks & Recreation Director, state the city's park policy currently does not allow food trucks or retail sales within city parks (with the exception of concession stands that are bid out annually). Caswell also noted the Peace Festival and use of the park shelters and basketball courts for organized events require council approval.

Chief Myers state he believes food trucks being allowed to operate on city streets could pose potential traffic issues, but he believes these situations should be evaluated on a case by case basis.

Following some discussion, motion was offered by Councilwoman Rehklau and seconded by Councilman Shiverdecker to authorize Smokin' Loud Cuisine to operate in Carver Park during the Peace Festival and the aforementioned basketball tournament. Motion carried with six members of the council voting in favor, and two members (Braun, Stone) absent. Neither the Peace Festival nor the basketball tournament events were approved by this measure, as the request was for a food truck to operate in conjunction with these events. Requests for both events will need to come before the council at a future time.

- c. Jenifer Gingerich, on behalf of Kingdom Homeschoolers, was present to request a fee waiver for use of Morgan Soccer Complex Pavilion for an end-of-year picnic and field day on Friday, May 17, 2019 from 4:00 – 8:00 p.m.

Gingerich stated the homeschool group has utilized Morgan Soccer Complex for a number of years and would like to have the fees waived in order to continue being able to do so.

Motion was offered by Councilman Shiverdecker and seconded by Councilman Simmons to approve the request, as presented. Motion carried with six members of the council voting in favor, and two members (Braun, Stone) absent.

- d. Tanglewood Clubhouse renovation discussion.

Caswell stated the original bid encompassed restrooms, kitchen, and serving area renovations. According to Caswell, the city did not feel there was enough money in the budget to accomplish all of these tasks, so

the restrooms were set as a priority. Caswell noted the restroom renovations are already over-budget, and the remaining renovations would add roughly \$7,500 to the total.

Councilman Simmons stated there is no opportunity to offset costs with these other renovations, and he sees that as a concern. Councilman Simmons would like to see the two additional projects moved to next year's budget, and would prefer the renovations take place during the slow season.

Councilwoman Rehklau asked about the safety of the current kitchen as mold issues had previously been mentioned. Caswell stated the staff work diligently to ensure the kitchen is as sanitary as possible. Caswell noted that the other two projects will likely cost the city more in the future as these estimates were part of a package deal.

e. Fulton Fire Department Narcan discussion.

Kevin Coffelt, Fire Chief, stated Narcan reverses the effects of opioids, and there has been an increase in unintentional overdoses. Coffelt also reported that Narcan has the ability to assist victims with continued breathing, and will not only save the lives of drug users, but will also aid first responders who may come into contact with concentrations of opioids.

Coffelt stated the firefighters will be fully trained prior to carrying and administering the drug, and the drug will be provided through the Callaway Ambulance District at no cost to the city. A report will be completed each time the drug is administered.

Motion was offered by Councilman Shiverdecker and seconded by Councilwoman Rehklau to approve of the Fulton Fire Department carrying and administering Narcan. Motion carried with six members of the council voting in favor, and two members (Braun, Stone) absent.

COUNCIL CONCERNS:

Councilman Simmons stated the city has started implementing enhanced security, and he would like to see conflict resolution training for City Hall and field employees.

Chief Myers stated he has a team who would be available to assist employees in a training and the city could host multiple sessions at the various city facilities. Councilwoman Rehklau asked if this should be added to the list of annual trainings for city employees. Johnson said he believes the city should start with one training.

Councilwoman Rehklau stated she would like to consider reviewing the mayor and council pay in the future.

Councilwoman Pace-Snook thanked the Fire Department for their response to recent fires in town.

Councilman Moore stated he would like to see a glass barrier at the Utility Department window in order to create some separation between employees and customers.

Councilman Moore also thanked Dennis Houchins, Planning & Protective Services Director, for his diligence to clean up the derelict properties in town. Councilman Moore expressed concerns with roofs covered in blue tarps for months at a time.

Councilman Moore asked if there could be a City Council tour of city properties in the future.

Michelle Maupin, Human Resources Director, handed out keycards to the council. These cards will grant councilmembers access to the internal office areas.

RESOLUTIONS:

Resolution No. 3341 was presented for adoption by Councilman Simmons.

- a. Resolution No. 3341: A Resolution authorizing the destruction of city records that have met retention requirements in accordance with RSMO Chapter 109 and applicable State Retention Schedules.

Motion was offered by Councilman Simmons and seconded by Councilwoman Rehkla to adopt Resolution No. 3341 at tonight’s council meeting. Motion carried with six members of the council voting in favor, and two members (Braun, Stone) absent.

ORDINANCES:

FIRST READING

Bill No. 1538 was presented for First Reading by Councilwoman Sebacher.

- a. Bill No. 1538: An Ordinance repealing Chapter 14, Animals. Fulton City Code., enacting a new chapter in lieu thereof, and establishing an effective date.

Motion was offered by Councilwoman Sebacher and seconded by Councilman Moore to place Bill No. 1538 for Second Reading at the next regularly-scheduled council meeting. Houchins stated the ordinance has received some minor modifications, including the addition of requiring pet owners to remove animal waste from public property and clarifying the number of livestock/fowl allowed per acre. Motion carried with six members of the council voting in favor, and two members (Braun, Stone) absent.

SECOND READING

Bill No. 1536 was presented for Second Reading by Councilwoman Rehkla.

- a. Bill No. 1536: An Ordinance re-classifying, under the Zoning Ordinance, a tract of land known as 2705 Westminster Avenue in Fulton, Missouri, and establishing an effective date.

Motion was offered by Councilwoman Rehkla and seconded by Councilwoman Pace-Snook to place Bill No. 1536 for Third Reading at tonight’s council meeting. Motion carried with six members of the council voting in favor, and two members (Braun, Stone) absent.

Bill No. 1536 was presented for Third Reading by Councilwoman Rehkla.

Motion was offered by Councilwoman Rehklau and seconded by Councilwoman Pace-Snook to place Bill No. 1536 for Final Passage at tonight's council meeting. Motion carried with six members of the council voting in favor, and two members (Braun, Stone) absent.

Roll call vote of the members of the council was as follows: Moore, YES; Pace-Snook, YES; Rehklau, YES; Sebacher, YES; Shiverdecker, YES; Simmons, YES. Bill No. 1536, having received the affirmative vote of six members of the council, was declared passed by the President of the Council.

THIRD READING

Bill No. 1537 was presented for Third Reading by Councilman Shiverdecker.

- a. Bill No. 1537: An Ordinance, re-classifying, under the Zoning Ordinance, a tract of land known as 2605 Westminster Avenue in Fulton, Missouri, and establishing an effective date.

Motion was offered by Councilman Shiverdecker and seconded by Councilman Moore to place Bill No. 1537 for Final Passage at tonight's council meeting. Motion carried with six members of the council voting in favor, and two members (Braun, Stone) absent.

Roll call vote of the members of the council was as follows: Pace-Snook, YES; Rehklau, YES; Sebacher, YES; Shiverdecker, YES; Simmons, YES; Moore, YES. Bill No. 1537, having received the affirmative vote of six members of the council, was declared passed by the President of the Council.

ANNOUNCEMENTS:

- a. Lauber Municipal Law will host a City Officials Training Seminar in Jefferson City on Friday, April 26, 2019 from 8:30 a.m. to 2:00 p.m. for Councilmembers who are registered to attend.
- b. The next meeting of the City Council will be held Tuesday, May 14, 2019. A Work Session will commence at 6:30 p.m. (unless otherwise noted) and Regular Session will follow at 7:00 p.m.
- c. The City of Centralia will host the next MML Central Division meeting on Wednesday, May 22, 2019. Councilmembers who wish to attend must RSVP with the City Clerk no later than Tuesday, May 14, 2019.

Mayor Cannell announced the "Good Samaritan Dinner Fundraiser" would be held Saturday, April 27, 2019. Proceeds are used to help residents of the Fulton Presbyterian Manor nursing home who may have difficulty paying for their continued care.

EXECUTIVE SESSION:

Mayor Cannell said there was not a need for an Executive Session at this meeting.

ADJOURNMENT:

There being no further business to come before the council, motion was offered by Councilman Shiverdecker and seconded by Councilwoman Pace-Snook to adjourn this meeting. Motion carried with six members of the council voting in favor, and two members (Braun, Stone) absent. The meeting adjourned at 7:29 p.m.

Lowe Cannell, Mayor

Courtney L. Crowson, MRCC
City Clerk