**July 20, 2015** *(approved)*

Mayor Jan Lehmkuhl called the meeting to order at 7:00 p.m. on July 20, 2015.

Board members present: Jan Lehmkuhl, Mayor; Troy Watts, Jerry Kane, Sharon Anderson and Diana Simpson, Aldermen. Also in attendance: City Clerk, Deborah Cox and Officer Brian Swearengin. Attorney Mel Gilbert came in later.

A request for City Liquor License was presented for review by the “New Store”. Motion was made by Troy Watts and seconded by Sharon Anderson to table this decision since the owner was not present and has not submitted all of the required paper work including the sales tax information. Vote taken. Unanimously approved.

Mayor Lehmkuhl presented three Statement of Qualifications for Engineering Services; Horner & Shifrin, Olsson Associates, and Integrity Engineering, Inc. After discussion and reviewing presented documents, the decision was made to have the Public Works employees evaluate the statements and report back with a recommendation.

Mayor Lehmkuhl acknowledged the letter of retirement submitted by Police Chief Russ Essary. He will be retiring effective July 30, 2015. The Board wished him well in his next phase of life.

The Code Enforcement Committee was then discussed. Sharon Anderson, a committee member, stated that they have not had adequate meetings to accomplish what was intended when the committee was formed. The suggestion was made to bring this back to the Board and work on it in study sessions. The Board of Aldermen all agreed on this recommendation.

Motion made by Jerry Kane and seconded by Troy Watts to pay the bills after they are reviewed and signed. Vote taken. Unanimous.

Motion was made by Troy Watts and seconded by Jerry Kane to go into closed session to discuss personnel and possible litigation at 7:55 p.m.

Motion made by Troy Watts and seconded by Diana Simpson to go back into regular meeting at 8:28 p.m. Vote was unanimous. Motion carried.

Mayor Lehmkuhl called the meeting back to order with Jerry Kane, Diana Simpson, Sharon Anderson and Troy Watts and Attorney Mel Gilbert.

Mayor Lehmkuhl announced that no decisions were made in closed session that could be announced in open session.

No further business; motion made by Diana Simpson and seconded by Sharon Anderson to adjourn the meeting at 8:32 p.m. Vote taken. Kane, Watts, Anderson and Simpson aye.

*Deborah A. Cox, City Clerk*

Approved:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attest:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**July 6, 2015** *(approved)*

Mayor Jan Lehmkuhl called the regular Board meeting to order at 7:00 p.m. on July 6, 2015.

Board Members present: Jan Lehmkuhl, Mayor; Troy Watts, Jerry Kane, Sharon Anderson, and Diana Simpson, Aldermen. Also in attendance: City Clerk, Deborah Cox, Inz Fry and Ryan Squibb.

Sharon Anderson gave the invocation and led the Pledge of Allegiance to the American Flag.

Motion made by Jerry Kane and seconded by Diana Simpson to approve the consent agenda as presented which includes the minutes from the last meetings. Vote taken. Unanimously approved.

Motion made by Troy Watts and seconded by Jerry Kane to pay the bills after they are reviewed and signed. Vote taken. Unanimous.

Motion made by Troy Watts and seconded by Sharon Anderson to authorize the destruction of records that had met the retention schedule set forth in RSMo 109.230:

|  |  |  |
| --- | --- | --- |
| Record Series | Retention | Inclusive Dates |
| Meter Reading Books | 5 years | 07/2009-06/2010 |
| Utility Billing Applications (Customer Account Card File) | 5 years | 07/2009-06/2010 |
| Business License | 2 years | 07/2012-06/2013 |
| Revenues | 2 years | 07/2012-06/2013 |
| Accounts Payable | 5 years | 07/2009-07/2010 |
| Banking—Deposit Slips | 5 years | 07/2009-07/2010 |
| Transaction Listing | 5 years | 07/01/2009-06/30/2010 |
| Unbilled Customer | 5 years | 07/01/2009-06/30/2010 |
| Billing Journal | 5 years | 07/01/2009-06/30/2010 |
| Usage Journal | 5 years | 07/01/2009-06/30/2010 |
| Past Due Report | 5 years | 07/01/2009-06/30/2010 |
| Penalty Calculation | 5 years | 07/01/2009-06/30/2010 |
| Aged Trial Balance | 5 years | 07/01/2009-06/30/2010 |
| Cash Receipts | 5 years | 01/01/2009-06/30/2010 |

Vote taken. Unanimously approved.

***ORDINANCE AUTHORIZING MAYOR TO ENTER INTO AGREEMENT FOR COMPREHENSIVE PLAN:*** Motion was made by Troy Watts and seconded by Sharon Anderson to place Bill No. 2015-014 authorizing the Mayor to enter into an agreement with Brenda Ellsworth to complete the Comprehensive Plan for the City of Ash Grove on its first reading. Vote taken. Kane, Watts, Anderson, and Simpson aye. Read by the City Clerk. Motion made by Troy Watts and seconded by Jerry Kane to approve the first reading of Bill No. 2015-14. Vote taken. Kane, Watts, Anderson, and Simpson aye. Motion made to place Bill No. 2015-14 on its final reading by Jerry Kane. Seconded by Troy Watts. Vote taken. Kane, Watts, Anderson, and Simpson aye. Read by the City Clerk. Motion made by Troy Watts and seconded by Diana Simpson to approve the final reading of Bill No. 2015-14. Vote taken. Kane, Watts, Anderson, and Simpson aye. Ordinance #998 in effect after passage.

***SALARY ORDINANCE:*** Motion was made by Troy Watts and seconded by Jerry Kane to place Bill No. 2015-13, setting the salary of city employees, on its first reading. Vote taken. Kane, Watts, Anderson, and Simpson aye. Read by the City Clerk. Motion made by Troy Watts and seconded by Jerry Kane to approve the first reading of Bill No. 2015-13. Vote taken. Kane, Watts, Anderson, and Simpson aye. Motion made to place Bill No. 2015-13 on its final reading by Jerry Kane. Seconded by Troy Watts. Vote taken. Kane, Watts, Anderson, and Simpson aye. Read by the City Clerk. Motion made by Troy Watts and seconded by Diana Simpson to approve the final reading of Bill No. 2015-13. Vote taken. Kane, Watts, Anderson, and Simpson aye. Ordinance #997 passed.

***APPOINTING RYAN RICKETTS AS MUNICIPAL JUDGE:*** Motion was made by Troy Watts and seconded by Jerry Kane to place Bill No. 2015-15, appointing Ryan Ricketts as Municipal Judge, on its first reading. Vote taken. Kane, Watts, Anderson, and Simpson aye. Read by the City Clerk. Motion made by Troy Watts and seconded by Jerry Kane to approve the first reading of Bill No. 2015-15. Vote taken. Kane, Watts, Anderson, and Simpson aye. Motion made to place Bill No. 2015-15 on its final reading by Jerry Kane. Seconded by Troy Watts. Vote taken. Kane, Watts, Anderson, and Simpson aye. Read by the City Clerk. Motion made by Troy Watts and seconded by Diana Simpson to approve the final reading of Bill No. 2015-15. Vote taken. Kane, Watts, Anderson, and Simpson aye. Ordinance #999 passed.

***APPOINTING FRANK BABCOCK SUPT OF PUBLIC WORKS:*** Motion was made by Troy Watts and seconded by Jerry Kane to place Bill No. 2015-16, appointing Frank Babcock as Superintendent of Public Works, on its first reading. Vote taken. Kane, Watts, Anderson, and Simpson aye. Read by the City Clerk. Motion made by Troy Watts and seconded by Jerry Kane to approve the first reading of Bill No. 2015-16. Vote taken. Kane, Watts, Anderson, and Simpson aye. Motion made to place Bill No. 2015-16 on its final reading by Jerry Kane. Seconded by Troy Watts. Vote taken. Kane, Watts, Anderson, and Simpson aye. Read by the City Clerk. Motion made by Troy Watts and seconded by Diana Simpson to approve the final reading of Bill No. 2015-16. Vote taken. Kane, Watts, Anderson, and Simpson aye. Ordinance #1000 passed.

***APPOINTING DEBORAH A COX CITY CLERK/FINANCE OFFICER:*** Motion was made by Troy Watts and seconded by Jerry Kane to place Bill No. 2015-17, appointing Deborah A Cox as City Clerk/Finance Officer/Treasurer, on its first reading. Vote taken. Kane, Watts, Anderson, and Simpson aye. Read by the City Clerk. Motion made by Troy Watts and seconded by Jerry Kane to approve the first reading of Bill No. 2015-17. Vote taken. Kane, Watts, Anderson, and Simpson aye. Motion made to place Bill No. 2015-17on its final reading by Jerry Kane. Seconded by Troy Watts. Vote taken. Kane, Watts, Anderson, and Simpson aye. Read by the City Clerk. Motion made by Troy Watts and seconded by Diana Simpson to approve the final reading of Bill No. 2015-17. Vote taken. Kane, Watts, Anderson, and Simpson aye. Ordinance #1001 passed.

***2012 TRUCK AND EXTENDED WARRANTY PURCHASED:*** Mayor Lehmkuhl stated the 2012 Chevy Silverado truck was purchased from Republic Ford and questioned if the extended warranty is needed. After reviewing the warranty, motion was made by Diana Simpson and seconded by Jerry Kane to purchase the warranty in the amount of $1,874 with a $100 deductable until 2020 or 100,000 miles, it now has 32,400 miles. Vote taken. Unanimously approved.

Motion made by Troy Watts and seconded by Jerry Kane to go into closed session to discuss personnel issues at 7:25 p.m. Vote taken. Kane, Watts, Anderson and Simpson aye.

Motion made by Jerry Kane and seconded by Troy Watts to go back into regular meeting. Vote was unanimous. Motion carried.

Mayor Jan Lehmkuhl called the meeting back to order at 8:08 p.m. with Jerry Kane, Diana Simpson, Sharon Anderson, and Troy Watts.

Mayor Lehmkuhl announced that no decisions were made in closed session that could be announced in open session.

Having no further business to discuss, Diana Simpson made a motion to adjourn at 8:11p.m. with Sharon Anderson giving the second. Vote was unanimous. Motion carried.

*Deborah A. Cox, City Clerk*