

# NOTICE OF MEETING

---

## CITY COUNCIL

*Regular Meeting – Monday, December 17, 2018 – 7:00 p.m.*  
Council Chamber – City Hall – 1100 Frederick Avenue

---

## AGENDA

### COUNCIL SEATING ARRANGEMENT

J. Bruce Woody  
City Manager

Bill McMurray  
Mayor

Paula Heyde  
City Clerk

#### MANAGER'S STAFF\*

#### COUNCILMEMBERS

#### COUNCILMEMBERS

Brian Myers (At Large)

Brenda Blessing (At Large)

Marty Novak (2nd District)

Madison Davis (1st District)

Kent O'Dell (At Large)

PJ Kovac (3rd District)

Gary Roach (4th District)

Russell Moore (5th District)

\*City Attorney Bryan Carter, Administrative Services Director Tom Mahoney, Fire Chief Michael L. Dalsing, Police Chief Chris Connally, Health Director Debra Bradley, Parks, Recreation & Civic Facilities Director Chuck Kempf, Planning & Community Development Director Clint Thompson, Human Resources Director Alicia Nolan and Public Works & Transportation Director Andrew Clements.

---

PLEDGE OF ALLEGIANCE:

ROLL CALL:

CALL TO ORDER:

MINUTES:

1. Approval of the minutes of the regular meeting held December 3, 2018, at 7:00 p.m., as transcribed in the office of the City Clerk.

SPECIAL RECOGNITIONS:

2. Special Recognition Awards: Drew Brown  
Steve Johnston

ACCEPTANCE OF AGENDA:

ORDINANCES FOR REZONING AND CONDITIONAL USE PERMITS:

3. A Bill (#254-18) granting a Conditional Use Permit for the operation of Riverbend Biodiesel, LLC at 1201 South Sixth Street, as requested by Jeff Kistner, authorized agent.

AMENDMENTS TO THE SUBDIVISION CODE (CHAPTER 26):

4. A Bill (#263-18) amending Chapter 26 “Subdivisions” of the Code of Ordinances to codify a new Article VIII titled “Vacation of public ways.”

AMENDMENTS TO THE ZONING CODE (CHAPTER 31):

5. A Bill (#260-18) authorizing an amendment to Article V of Chapter 31 “Zoning” of the Code of Ordinances titled “Wireless communications facility code” to comply with new state statutes and Federal Communications Commission regulations.

CONSENT AGENDA:

Nominations and Appointments:

6. Filed 12/6/18: Councilmember Kovac nominates Jennifer Martin, 1401 Mansfield Road, to serve as a member of the Museum Oversight Board for a term expiring January 1, 2022; she is replacing Nelda Bryan, whose term will expire on January 1, 2019.
7. Filed 12/10/18: Councilmember Kovac nominates Daniel G. Benz, 4501 S. 14th Street, to serve as a member of the Tree Board for a term expiring December 17, 2021; he is replacing Thomas Slawson, whose term has expired.
8. Filed 12/10/18: Councilmember Roach nominates Christel Ann Knauss-Gollnick, 5050 SW O'Brian, Trimble, Missouri to serve as a member of the Aviation Board for a term expiring August 10, 2019; she is filling a vacancy on the board.

Bills for Passage:

9. A Bill (#257-18) modifying minimum fines and administrative penalties in Sections 2-1424, 7-6, 7-318, 7-324 and 15-3 to increase fines and penalties applicable to violations of property maintenance provisions of the Code of Ordinances.
10. A Bill (#258-18) amending Chapter 7 "Buildings and building regulations" to add a new Section 7-328 titled "Vacant residential building registration" to create a registration process for certain residential structures and establish a semiannual registration fee to be charged to the owner of any residential property which is vacant for at least six months, which is in violation of Chapter 7.
11. A Bill (#259-18) authorizing an amendment to Article V titled "Public utility right-of-way management ordinance" of Chapter 29 "Utilities" of the Code of Ordinances related to regulations for right-of-way management.

CONSENT AGENDA: Bills for Passage: (Cont'd)

12. A Bill (#252-18) accepting a Bulletproof Vest Partnership Grant in the amount of \$8,616.00 from the U.S. Bureau of Justice, amending the Police Department budget in the General Fund in the amount of \$17,232.00 to budget the grant funds received and appropriate the matching funds from fund balance to provide funds to purchase bulletproof vests for the Police Department.
13. A Bill (#255-18) authorizing an amendment to the budget to transfer the amount of \$100,000 from the Landfill Fund to the General Fund to provide funds to create a Vacant Structure Stabilization/Demolition Program.
14. A Bill (#256-18) approving a variance from Section 26-102 "Street design" of Chapter 26 "Subdivisions" of the Code of Ordinances, as requested by Donald Clark, a member of the Greystone Partners, LLC ownership group, for the property located at 4750 Stonebridge Drive West to allow construction of a cul-de-sac further than 750 feet from the major arterial street.
15. A Bill (#262-18) adopting the annual revisions to the City's personnel manual, which sets forth the policies and procedures pertaining to employees of the City of St. Joseph, Missouri.
16. A Bill (#261-18) authorizing execution of a Transportation Planning Consolidated Grant Agreement with the Missouri Highways and Transportation Commission (MHTC) under which the MHTC will provide funding in the amount not to exceed \$230,978.00 and the City will contribute matching funds in an amount not to exceed \$57,745.00 for a total amount not to exceed \$288,723.00 to assist in Metropolitan Planning Organization (MPO) transportation planning activities within the St. Joseph urbanized area.
17. A Bill (#264-18) sponsored by Mayor McMurray authorizing execution of a Funding Agreement with St. Kolbe-Puckett Center for Healing and amending the Cell Phone Program budget, both in the amount of \$5,000.00 to provide financial assistance for the purchase of medical supplies or payment of salaries to support the services provided in assisting members of the community in overcoming addiction to opioids and other controlled substances.

CONSENT AGENDA: Bills for Passage: (Cont'd)

18. A Bill (#234-18) repealing Special Ordinance 7998 and rescinding a Reimbursement Agreement with Timothy and Lindsay Minson due to nonperformance in the easement acquisition and construction of off-site sewers to serve the Timber Creek Subdivision.

Resolutions for Adoption:

19. A Resolution (#268-18) authorizing execution of a Traffic Signal Box Artwork Agreement III with the Allied Arts Council of St. Joseph, Missouri Inc., which terminates a prior agreement and replaces it with a new agreement with revised terms concerning the placement of artwork on traffic signal boxes to add the Frederick Avenue Corridor, from 10th Street through 26th Street, to the areas within which traffic signal boxes may be added to the program.
  
20. A Resolution (#269-18) authorizing renewal of the property insurance policy from Chubb Group of Insurance Companies for a one year term in an approximate amount of \$340,685.00.
  
21. A Resolution (#270-18) authorizing renewal of the insurance policy with the Missouri Public Entity Risk Management Fund for general liability, employee benefits liability, public official and employment practice liability, medical malpractice liability, law enforcement liability and automobile insurance coverage for a one-year term in an approximate amount of \$558,570.00.
  
22. A Resolution (#274-18) approving a proposed schedule for projects funded from the proceeds of the 2019 Capital Improvements Program (CIP) Sales Tax.

\*\*\*\*\* END OF CONSENT AGENDA \*\*\*\*\*

NOMINATIONS AND APPOINTMENTS:

None.

BILLS FOR PASSAGE:

23. A Bill (#251-18) amending Section 2-37 of the Code of Ordinances entitled “Regular meetings” to change the time of the Council meetings.
  
24. A Bill (#265-18) authorizing the execution of an Energy Services Contract with Schneider Electric Buildings Americas, Inc. in the amount of \$6,396,125.00 for energy, operational, infrastructure and capital improvements to various City facilities, and the execution of a Lease Agreement in the approximate amount of \$2,800,000 and an amendment to the budget to transfer funds from the General Fund, Mass Transit Fund and Water Protection Fund to the Capital Projects Fund to provide funds for the project.

EMERGENCY BILLS FOR PASSAGE:

None.

RESOLUTIONS FOR ADOPTION:

None.

BILLS FOR FIRST READING:

25. A Bill (#266-18) authorizing the execution of a Unit Price Contract with K & M Concrete Construction, LLC and the issuance of purchase orders toward said contract in an amount not to exceed \$321,955.00 for the Urban Trail System Maintenance Project.
  
26. A Bill (#267-18) amending Section 28-1590 “Parking prohibited at any time” and Section 28-1593 “Parking time limits on certain streets” of the Code of Ordinances to allow parking on the west side of Ninth Street from Francis street to Felix Street.
  
27. A Bill (#271-18) approving the final plat entitled “Mitchell Woods East,” a major subdivision consisting of six (6) lots located at 5920 Corporate Drive, as requested by Shawn Duke, agent of Pharmland Ventures, LLC.

BILLS FOR FIRST READING: (Cont'd)

28. A Bill (#272-18) amending Section 4-104 of the Code of Ordinances entitled “Temporary location permit for caterers’ and other persons licensed to sell intoxicating liquor by the drink” to allow the issuance of caterers’ licenses along the Frederick Avenue Corridor between 11th Street and 13th Street.
29. A Bill (#273-18) authorizing the acceptance of a Temporary Construction Easement from Pharmland Ventures, LLC, to be used for the Corporate Drive and Ag Expo Way Construction Project.
30. A Bill (#275-18) authorizing execution of a Contract for Construction – Unit Price in the amount of \$715,396.21 with K & M Concrete Construction LLC for construction of the Corporate Drive and Ag Expo Way Construction Project; execution of instruments requiring additional work to be completed; acceptance of \$210,000.00 from Buchanan County, Missouri, and \$13,000.00 from Pharmland Ventures LLC as those entities’ share of construction costs for such project; and amendments to the Capital Projects Fund and Water Protection Fund budgets to adjust appropriations to total \$840,396.21 for such project.

REPORTS OF BOARDS & COMMISSIONS:

31. Filed 11/29/18: Minutes of the Human Rights Commission meeting held November 20, 2018, at 6:00 p.m., in the 4th Floor Conference Room at City Hall.
32. Filed 11/29/18: Minutes of the Traffic Commission meeting held November 14, 2018, at 10:00 a.m., in the Council Chamber at City Hall.
33. Filed 11/30/18: Minutes of the Library Board Budget/Personnel Committee meeting held November 27, 2018, at 4:45 p.m., at the Downtown Library, 927 Felix Street.
34. Filed 11/30/18: Minutes of the Library Board of Trustees meeting held November 27, 2018, at 5:00 p.m., at the Downtown Library, 927 Felix Street.
35. Filed 12/3/18: Minutes of the Museum Oversight Board meeting held November 19, 2018, at 11:35 a.m., at St. Joseph Museums, Inc., 3406 Frederick Avenue.
36. Filed 12/6/18: Minutes of the Administrative Violation Review Board meeting held October 2, 2018, at 1:00 p.m., in the 4th Floor Conference Room at City Hall.
37. Filed 12/6/18: Minutes of the Landmark Commission work session held October 2, 2018, at 6:00 p.m., in the 4th Floor Conference Room at City Hall.
38. Filed 12/6/18: Minutes of the Landmark Commission work session held November 6, 2018, at 6:00 p.m., in the 4th Floor Conference Room at City Hall.
39. Filed 12/6/18: Minutes of the Landmark Commission meeting held November 6, 2018, at 7:00 p.m., in the Council Chamber at City Hall.
40. Filed 12/10/18: Minutes of the Human Rights Commission meeting held December 5, 2018, at 6:00 p.m., in the 4th Floor Conference Room at City Hall.

WORK SESSION MINUTES – CITY CLERK’S OFFICE:

None.

REPORTS & RECOMMENDATIONS OF THE CITY MANAGER:

41. Filed 12/5/18: Memorandum in re: Acting City Manager (December 7, 2018).
42. Filed 12/10/18: Memorandum in re: Acting City Manager (December 12 and 13, 2018).

DELEGATIONS, PETITIONS:

None.

COMMUNICATIONS:

43. Filed 11/30/18: Commendations regarding Street Maintenance Division.
44. Filed 12/4/18: Municipal Division Summary Reporting Form, November 2018.
45. Filed 12/6/18: Minutes of the St. Joseph Museums, Inc. Collections Committee meeting held October 9, 2018, at 9:00 a.m., at St. Joseph Museums, Inc., 3406 Frederick Avenue.
46. Filed 12/6/18: Minutes of the Voluntary Rental Inspection Citizens Committee meeting held November 7, 2018, at 3:00 p.m., in the 4th Floor Conference Room at City Hall.
47. Filed 12/7/18: Minutes of the St. Joseph Museums, Inc. Exhibits Committee meeting held November 14, 2018, at 4:00 p.m., at St. Joseph Museums, Inc., 3406 Frederick Avenue.
48. Filed 12/6/18: City Link, December 6, 2018.
49. Filed 12/10/18: Minutes of the St. Joseph Museums, Inc. Bi-Monthly Board meeting held November 8, 2018, at 4:00 p.m., at St. Joseph Museums, Inc., 3406 Frederick Avenue.
50. Filed 12/11/18: Memorandum from Ted Elo, Assistant City Attorney, in re: Amendments to Chapter 31 Article V of the Zoning Code (Wireless Telecommunications).
51. Filed 12/11/18: Memorandum from Mayor McMurray in re: Absent from the City (December 23-29, 2018).
52. Filed 12/11/18: Health Department Monthly Statistical Report, November 2018.
53. Filed 12/11/18: New Business License Listing for November 2018.
54. Filed 12/11/18: Property Maintenance Case Activity Report, November 2018.



COMMUNICATIONS: (Cont'd)

55. Filed 12/11/18: Building Permits Issued by SubType, November 2018.
56. Filed 12/11/18: Revised minutes of the St. Joseph Museums, Inc. Exhibits/Wyeth-Tootle Mansion Committee meeting held September 26, 2018, at St. Joseph Museums, Inc., 3406 Frederick Avenue.

OTHER BUSINESS:

57. City Manager's Report.

PUBLIC COMMENT:

ADJOURN:

Paula Heyde, CMC, City Clerk

It is the intention of the City of St. Joseph to comply in all aspects with the Americans with Disabilities Act (ADA). If you plan on attending a meeting to participate or to observe and need special assistance beyond what is routinely provided, the city will attempt to accommodate you in every reasonable manner. Please contact the ADA Coordinator, 816-271-5500, or TODD# 8 16-271-4898 at least two business days prior to the meeting to inform the City of your specific needs and to determine if accommodation is feasible.