

MINUTES OF THE REGULAR MEETING OF THE BOARD OF ALDERMEN
OF THE CITY OF OSAGE BEACH, MISSOURI

August 1, 2013

The Board of Aldermen of the City of Osage Beach, Missouri, met to conduct a regular meeting on Thursday, August 1, 2013, at 6:30 p.m. at City Hall. The following were present: Mayor Penny Lyons, Alderman Kevin Rucker, Alderman Fred Catcott, Alderman Steve Kahrs, Alderman John Olivarri, Alderman Lois Farmer, Alderman Ron Schmitt. The Deputy City Clerk, Dorothy Urlicks was present and performed the duties in the absence of the City Clerk.

Mayor's Communications.

Mayor Lyons welcomed everyone to the Board of Aldermen Meeting

Citizens Communications.

No one was present who wished to speak during this portion of the meeting.

Consent Agenda.

There was a discussion regarding Special Use Permit #366 for a Communication Tower equipment replacement. Alderman Rucker questioned why it is on the Consent Agenda and not an Agenda Item. City Planner Cary Patterson explained that several years ago the Board agreed to let equipment replacement be on the consent agenda because they are just replacing equipment that is already in place. He will have several more of these items this year.

Alderman Olivarri moved to approve the consent agenda which includes minutes of the regular meeting held on July 25, 2013, the bill list as submitted, liquor license to Seven Springs Winery and Special Use Permit #366.

Alderman Schmitt seconded the motion which was voted on and passed.

New Business.

Bill No. 13.47. TO AUTHORIZE THE MAYOR OR CITY ADMINISTRATOR TO EXECUTE A CONTRACT MODIFICATION WITH HUTCHINS TELECOM FOR THE SANDS LIFT STATION REPAIRS 2013.

Nick Edelman explained this modification is for additional work required at the Sands Lift Station. Bill 13-47 will approve additional work at the Sands Lift Station in the amount of \$1,812.15. Funds are available in Budget Item 35-00-773114 Lift Station Improvements.

This contract modification is for the repair of a damaged 24" Plug Valve. This valve needed to be repaired to get sewer flowing through the 24" sewer force main.

Alderman Kahrs asked when work will be done on Nichols Road, Nick Edelman explained that would be on the next agenda.

Mayor Lyons presented the first reading of Bill No. 13-47 by title only. It was noted that Bill No. 13-47 has been available for public review. Alderman Schmitt moved to approve the first reading of Bill No. 13-47 as presented. Alderman Kahrs seconded the motion which was voted on and passed.

Mayor Lyons presented the second and final reading of Bill No. 13-47 by title only. Alderman Olivarri moved to approve the second and final reading of Bill No. 13-47. Alderman Rucker seconded the motion. The following roll call vote was taken to approve the second reading of Bill No. 13-47 and to pass same into Ordinance: "Ayes": Alderman Schmitt, Alderman Rucker, Alderman Catcott, Alderman Kahrs, Alderman Olivarri, Alderman Farmer. "Nays": None. Bill No. 13-47 was passed and approved as Ordinance No. 13.47.

Bill No. 13-48. TO AUTHORIZE THE MAYOR TO EXECUTE A SECOND LEASE AMENDMENT TO THE TOWER LEASE EXTENSION BETWEEN THE CITY AND NEW CINGULAR WIRELESS PCS LLC INCREASING THE RENT AND ALLOWING INSTALLATION OF ADDITIONAL EQUIPMENT AND MAKING OTHER CHANGES.

City Attorney recommends adoption. This lease amendment allows the installation of additional antennas, cables and equipment and increases the rent from a base of \$1,322.50 by an additional \$900.00 per month and extends the terms of the lease for two additional five year extension terms. The amendment was negotiated for the City by Dick Comi at the Center for Municipal Solutions, our consultant on wireless technology issues.

Mayor Lyons presented the first reading of Bill No. 13-48 by title only. It was noted that Bill No. 13-48 has been available for public review. Alderman Kahrs moved to approve the first reading of Bill No. 13-48 as presented. Alderman Rucker seconded the motion which was voted on and passed.

Mayor Lyons presented the second and final reading of Bill No. 13-48 by title only. Alderman Schmitt moved to approve the second and final reading of Bill No. 13-48. Alderman Farmer seconded the motion. The following roll call vote was taken to approve the second reading of Bill No. 13-48 and to pass same into Ordinance: "Ayes": Alderman Farmer, Alderman Schmitt, Alderman Rucker, Alderman Catcott, Alderman Kahrs, Alderman Olivarri. "Nays": None. Bill No. 13-48 was passed and approved as Ordinance No. 13.48.

PURCHASE VMWARE LICENSING.

The IS Operations Manager, Jim Davis recommends approval to purchase off of Missouri Coop contract at a cost of \$14,880.16. Funds were budgeted under 1019-774251. Additional funds to cover the cost of this software will be pulled from 1019-774267, in order to continue with long overdue system upgrades. This software will allow for Server Virtualization, reducing the overall need for separate server hardware for each server function.

Alderman Olivarri made a motion to approve purchase off of Missouri Coop contract at a cost of \$14,880.16. Alderman Farmer seconded the motion which was voted on and unanimously passed.

PURCHASE EXPANSION MODULE FOR CITY ELECTRONIC STORAGE.

The IS Operations Manager recommends approval to purchase off of State of Kansas contract at a cost of \$6,634.19. Funds were budgeted under 1019-774250 and have come in under budget. This will expand the storage capacity for the City's Computer system.

Alderman Schmitt made a motion to approve purchase off of State of Kansas contract at a cost of \$6,634.19. Alderman Kahrs seconded the motion which was voted on and unanimously passed.

PURCHASE SERVER HARDWARE.

The IS Operations Manager, Jim Davis recommends approval to purchase off of State of Missouri contract at a cost of \$21,815.18. Funds were budgeted under 1019-774250 and have come in under budget; to continue the upgrades to the old server hardware that has been in operation for over 10 years.

Alderman Rucker made a motion to approve purchase off of State of Missouri contract at a cost of \$21,815.18. Alderman Schmitt seconded the motion which was voted on and unanimously passed.

PURCHASE MICROSOFT SOFTWARE.

The IS Operations Manager, Jim Davis recommends approval to purchase off of State of Missouri contract at a cost of \$9,212.54. Funds were budgeted under 1019-774251. Additional funds to cover the cost of this software upgrade will be pulled from 1019-774250 and 1019-774267. This purchase will continue with long overdue system upgrades. This software will allow for upgrades to the City's Financial system and other various systems that use the SQL database. This software will also allow the IT Department to start upgrading all the City Servers.

Alderman Olivarri made a motion to approve purchase off of State of Missouri contract at a cost of \$9,212.54. Alderman Kahrs seconded the motion which was voted on and unanimously passed.

INCODE MODULE PURCHASE.

Incode (by Tyler Technologies) is the software that was implemented in 2007 by the majority of the City's departments to use exclusively for day-to-day operations (modules currently in use include licensing, building, accounting, court, HR, and utility billing).

Assistant City Administrator, Jeana Woods recommends approval to purchase Incode's work order module to assist the entire Public Works Department (water, sewer, transportation) in tracking and maintaining work and equipment within their specific departments. This tracking is currently being done within each department manually (pen and paper, some in excel).

The work order module has the capabilities of tracking and maintaining services needed and/or performed, labor hours, material and equipment usage, and will integrate these functions with the accounts payable, fixed assets, and utility billing modules already in use. Once purchased, other departments may choose to use the module as well (i.e. possibly for tracking vehicle maintenance, etc.).

Total costs to implement this module include the initial license fee (software application), annual license fee, initial implementation costs, and travel for implementation and training, all of which can be split between the three departments. Traveling costs are estimated for a full two weeks onsite but billed as incurred, therefore, if a full two weeks isn't needed/not used the cost will be reduced accordingly.

This is not a budgeted item. Funds for the purchase can be expended from unrestricted monies from each of the water, sewer, and transportation funds. If approved, a budget adjustment would be presented to the Board for account xx-00-774251 Computer Software for the initial costs from each department. Beyond the first year, the annual license fee will be coded in xx-00-733610 Maintenance/Support Services and will be budgeted each year accordingly.

<i>Initial Costs:</i>		<i>Annual Costs: Beginning 2014</i>	
Software License	\$ 4,813	Software License	<u>\$ 1,200</u>
Implementation	\$ 7,500		
Travel	<u>\$ 4,348</u>		
Total	\$16,661		\$ 1,200
Per Department	\$ 5,554		\$ 400

Alderman Olivarri made a motion to approve purchase the Incode Module. Alderman Schmitt seconded the motion to which was voted on and unanimously passed.

PURCHASE HYDRANT REPAIR KITS.

Fire hydrant repair kits are for use on an as needed basis for the annual maintenance of the City's fire hydrants. The last time kits were ordered was in 2012 and this order will get the kits that are needed currently plus put a few in inventory. This is a budgeted purchase as part of the Repair of System (A/C #30-00-743300) activities within the water department.

Vendors are limited for this item as we only have two different manufacturers for our hydrants, but the three vendors in our area who supply the needed kits were contacted and staff recommends purchasing the following from Winwater Co., of whom we have done business with in the past.

Recommended purchase:

27 Clow/Medallion Repair Kits -	\$ 8,046.00 (\$298.00 each)
19 Mueller Repair Kits -	<u>\$ 5,806.78</u> (\$305.62 each)
Total (30-00-743300)	\$13,852.78

Alderman Olivarri made a motion to approve purchase the hydrant repair kits. Alderman Farmer seconded the motion which was voted on and unanimously passed.

Communication from Board Members.

There were no comments at this time.

Staff Communications.

Airport Manager. The runway at Lee C. Fine Airport will reopen on Friday, August 02, 2013. It has been closed for restriping and renumbering since Monday. He also stated that the Young Eagles Event will take place on Saturday, August 10, 2013 at the Grand Glaize Airport from 9:00 am until noon. This is an event where young people from 8 – 17 can experience aviation with a free flight made possible by the generosity of EAA member volunteers.

EXECUTIVE SESSION. Alderman Schmitt moved to close the meeting as allowed by RSMo. Section 610.021(1), Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys; and RSMo. Section 610.021(2) Leasing, purchase, or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore. Alderman Olivarri seconded the motion. The following roll call vote was taken to close the meeting: "Ayes:" Alderman Olivarri, Alderman Farmer, Alderman Schmitt, Alderman Rucker, Alderman Catcott, Alderman Kahrs. "Nays": None. The meeting was therefore closed.

CLOSED SESSION

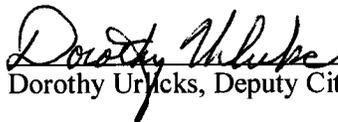
Alderman Kahrs moved to open the meeting. Alderman Olivarri seconded the motion. The following roll call vote was taken to open the meeting: "Ayes": Alderman Kahrs, Alderman Olivarri, Alderman Farmer, Alderman Schmitt, Alderman Rucker, Alderman Catcott. "Nays": None. The meeting was therefore opened.

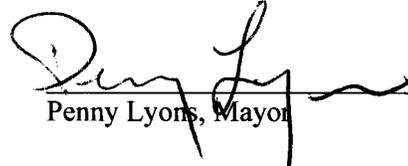
No announcements were made following the closed session.

Alderman Farmer asked if the City is participating in the Holiday Sales Tax weekend, there was a short discussion. No action was taken.

There being no further business to come before the Board, the meeting adjourned at 7:03 p.m.

I, Dorothy Urlicks, Deputy City Clerk of the City of Osage Beach, Missouri, do hereby certify that the above foregoing is a true and complete journal of proceedings of the regular meeting of the Board of Aldermen of the City of Osage Beach, Missouri, held on August 1, 2013.


Dorothy Urlicks, Deputy City Clerk


Penny Lyons, Mayor

APPROVED
8/15/13