



## City of Holts Summit

Board of Aldermen Meeting Minutes  
Municipal Center – 245 S. Summit Dr., Holts Summit MO 65043

May 14, 2024, at 6:00 PM

**MEETING WAS CALLED TO ORDER BY** Mayor Landon Oxley at 6:01 pm. Copies of all ordinances and resolutions to be considered at the hearing were made available for public inspection prior to the time of consideration by the Board of Aldermen.

### **ROLL CALL AND DETERMINATION OF QUORUM:**

Alderman Edwards – present

Alderwoman Schlueter - absent

Alderman Sloan – present

Alderman Wulff - present

**AFTER ROLL CALL:** *There is a quorum.*

### **APPROVAL TO AMEND THE AGENDA:**

Mayor Oxley asked for the board to amend the agenda by moving 'Rebel Volleyball and the Callaway County Special Services, Resolution No. 2024-25', to follow 'Comments from Visitors'.

Alderman Sloan moved for the approval to amend the Agenda, seconded by Alderman Edwards with no discussion. All Board of Alderman members present were in favor and the motion carried.

### **APPROVAL OF CONSENT AGENDA:**

Alderman Edwards moved for the approval of the Agenda, seconded by Alderman Sloan with no discussion. All Board of Alderman members present were in favor and the motion carried.

### **COMMENTS FROM VISITORS:**

1. **Salty Heifers, Co, Barb Jones (City-wide Yard Sale Hop partnership):** Presented the board with documents that were provided for the previous City-Wide Yard Sale Hop and Shoppers Passport, giving information on how many vendors came and how many prizes were given. Ms. Jones asked for the city to partner by allowing the use of the Civic Center free of charge vs hosting the event at the Lions Club again. After inquiring details such as what the proceeds cover, why the event is being moved from the Lions Club, how often the event is planned to take place and discussion of whether the event would cause any interference with pre-contracted events, the board stated concerns of a business having fees waived vs a non-profit organization. It was stated that while the event does provide a service to the citizens and would bring people to the area, the concern of setting a precedence would need to be inquired with the attorney since he was unable to be present at the meeting. No further discussion or action was taken.

### **DISCUSSION:**

1. **Rebel Volleyball Training Academy Proposal for Beach Volleyball Facility Agreement:** City Administrator Ruediger introduced Coach Craig Cunningham, Rebel Volleyball, stating they would like to approach an agreement similar with Optimist Club. Coach Cunningham explained the processing of pooling athletes and coaches for the academy, stating they currently have a huge backlog of athletes due to the lack of facilities. It was requested to allow Rebel Volleyball to renovate the courts and partner with the city so that they can train. The academy will provide all the equipment needed for the renovation and asked the city to provide the sand. Further details are found in the agreement. City Administrator Ruediger explained the city would provide the

sand the first year, in lieu of fees and the academy will provide nets, equipment, and labor to renovate. The academy is willing to put an investment into the city facility. City Administrator Ruediger requested the board to make a motion to allow this request so that they can start moving forward then have the City Attorney draw up the official agreement to be ratified at the next meeting.

Alderman Wulff moved to Accept the agreement from Rebel Volleyball and the city to draft a contract once the attorney returns seconded by Alderman Sloan. Aldermen Edwards stated this exactly what we have been talking about and have been looking for to start bringing more to the area. All Board of Alderman members present were in favor and the motion carried.

#### **NEW BUSINESS:**

- 1. Resolution No. 2024-25:** A Resolution Approving an Allocation of Funds Received as a Result of the American Rescue Plan Act for the City of Holts Summit, Missouri.

Motion to Approve **Resolution No. 2024-25** made by Alderman Edwards and Seconded by Alderman Sloan. The motion was properly moved and seconded.

**Discussion:** City Administrator Ruediger stated the resolution requests to allocate \$125,000 of the city's ARPA funding to match a grant being offered. City Administrator Ruediger introduced Mike Lederle, Executive Director of Callaway County Special Services, who presented the history of the entity and the state legislation that provides authority and funding in the form of a tax levy passed by county citizens. Callaway County Special Services inclusivity goal to include all individuals in the county, enriching lives, and empowering people with the inclusive parks' initiatives. The CCSS would like to create a park that is inclusive of every citizen including those of special needs and citizens of all ages. The CCSS would provide up to \$75,000. City Administrator Ruediger stated the idea would be to add to the ADA park an all-inclusive truly accessible area, using city money to fix the ground and the CCSS funds to add to and add fencing and safety measures. Alderman Edwards asked if there is a park like this anywhere else in the county. Mr. Lederle stated they worked with the Callaway Chamber Leadership class to create a sensory park in Fulton that will be an inclusive park. City Administrator Ruediger presented pictures of the requested project stating the park would double in size and would add to the already existing equipment. Two different mock layouts were presented along with the total estimated cost of the project. City Administrator Ruediger stated the resolution covers both options so the board would not need to decide on the option only whether the city wants to commit to allocating the funds. Once approved City Administrator Ruediger will attend the CCSS board meeting as well, then a draft will be presented to decide on the plan moving forward. Alderman Wulff asked what option Mr. Lederle would choose who suggested presenting ideas to the community for feedback. With no further discussion all Board of Aldermen members present were in favor and the motion carried.

City Clerk Anderson read **Resolution No. 2024-25** by title.

Mayor Oxley declared **Resolution No. 2024-25** has been **APPROVED**.

#### **REPORTS:**

- 1. Presentation of Financials:**

- a. Lake MyKee Pay Request #2:** City Administrator Ruediger stated the project is moving along and should put us about 50% complete. Sewer Superintendent Edwards stated the next step is to drain the ponds which should be operational by the end of July and begin pumping if they stay on top of the duck weed. Waiting for the sludge removal plan to be approved. City Administrator Ruediger presented the financials and PowerPoint covering the balance sheet and profit and loss of the city. Alderman Wulff moved to approve the

financials, seconded by Alderman Sloan with no further discussion. All Board of Aldermen members present were in favor and the motion carried.

2. **City Administrator Report:** Highlighted the department reports stating Officer Anderson moved to DV Investigator, Streets have been power washing and working on street signs that are missing (a little over \$3000 in signs, post and hardware) ordered a sign to affix on top of the PD sign for the storm shelter, looking at lighting options behind the building; City Treasurer is finishing up the audit with Williams Keepers which will probably be presented in July; and the City Clerk is working on Business License and Liquor License renewals.
  - a. **Republic Services Rate Increase:** Notification of annual rate adjustment clause entitled to raise rates on the date of execution of contract was received. Rates will increase 3% in June, will put out information to try to update citizens and keep them informed.
  - b. **Code Enforcement Abatements Update:** City Prosecutor Godbee has been working great on code enforcement; getting more done in a month than last year. Due to a new court rule regarding restitution requirement that it is ordered at sentencing an RFP is being drafted for code abatements.
  - c. **Callaway County Water District #1 Easement Request:** Easement at Holt and Hibernia is needed for water main.
  - d. **Emergency Management:**
    - i. **Replacement and relocation of coax wire that powers the storm siren radio communications equipment:** A&W came out, replaced, and relocated the coax wire that runs the antenna since it wasn't safe. \$12,000 insurance claim last year when it was struck by lightning. It was relocated into a vacant office on surge protection. The server will also be moved into the same room.
    - ii. **Replacement of radio antenna for storm sirens:** Has surpassed its stage of life, has been ordered and will be replaced.
    - iii. **Storm Shelter Update:** People from Jefferson City came to the storm shelter during the last storm. People were here prior to the warning being issued so it was opened.
  - e. **Reserve Funds:** Request for reserve funds to be placed in investments stating he would like to see a tiered investment approach. Only certain mechanisms are allowed to put taxpayers' money into therefore an investment policy needs to be researched.
  - f. **TAP Grant:** property owner for USPS signed the easement needed.
  - g. **MIRMA:** Attended MIRMA board meeting last week. MIRMA will see a 15% increase in their costs which will result in a 3% increase for its members. Assets that were under insured in the property schedule were found and fixed as best as could be. The invoice for renewal has shockingly gone down, resulting in a \$45,000 decrease which will be on next month's agenda for approval to be paid.
  - h. **County Road and Bridge:** Commissioner Ungerman requested a meeting regarding the county road and bridge priority projects. The regional planning commission picks three projects to get sent to MoDOT for funding. The project to get the ramps to South Summit was requested to be added. Commission picked one from North, Central and South side of the county for submission. The ramps are not inside the city but will have an impact on the city. Mayor Oxley stated they greatly affect the first responders.

**NEW BUSINESS (Continued):**

1. **Bill No. 2024-11:** An Ordinance Approving the Vines Subdivision, Phase Two, Preliminary and Final Subdivision Replat and Authorizing the Mayor to Accept the same for the City of Holts Summit, Missouri.

**First Reading**

Motion to First Read **Bill No. 2024-11** by title made by Alderman Wulff. Motion Seconded by Alderman Edwards. The motion was properly moved and seconded.

**Discussion:** Mark Tate stated that sewer infrastructure was all on phase 1, phase 2 has no sewer infrastructure and a little of street infrastructure. With no further discussion all Board of Aldermen members present were in favor and the motion carried.

City Clerk Anderson read **Bill No. 2024-11** by title.

**Second Reading**

Motion to Second Read **Bill No. 2024-11** by title made by Alderman Edwards and Seconded by Alderman Wulff. The motion was properly moved and seconded.

**Discussion:** With no further discussion all Board of Aldermen members present were in favor and the motion carried.

**Roll Call:**

Alderman Edwards – Aye

Alderman Sloan – Aye

Alderwoman Schlueter – Absent

Alderman Wulff – Aye

City Clerk Anderson read **Bill No. 2024-11** by title.

Mayor Oxley declared **Bill No. 2024-11** has become **Ordinance No. 2851**.

2. **Bill No. 2024-12:** An Ordinance Authorizing the Release of a Lien for Delinquent Sewer Account on the Property located at 180 Ellsworth Drive, Holts Summit, Missouri.

**First Reading**

Motion to First Read **Bill No. 2024-12** by title made by Alderman Wulff. Motion Seconded by Alderman Sloan. The motion was properly moved and seconded.

**Discussion:** City Administrator Ruediger stated the bill is a release to a lien that was placed last month. With no further discussion all Board of Aldermen members present were in favor and the motion carried.

City Clerk Anderson read **Bill No. 2024-12** by title.

**Second Reading**

Motion to Second Read **Bill No. 2024-12** by title made by Alderman Sloan and Seconded by Alderman Wulff. The motion was properly moved and seconded.

**Discussion:** With no further discussion all Board of Aldermen members present were in favor and the motion carried.

**Roll Call:**

Alderman Edwards – Aye

Alderman Sloan – Aye

Alderwoman Schlueter – Absent

Alderman Wulff – Aye

City Clerk Anderson read **Bill No. 2024-12** by title.

Mayor Oxley declared **Bill No. 2024-12** has become **Ordinance No. 2852**.

3. **Resolution No. 2024-21:** A Resolution Approving the 2024-2025 Liquor License Applications for the City of Holts Summit, Missouri.

Motion to Approve **Resolution No. 2024-21** made by Alderman Edwards and Seconded by Alderman Sloan. The motion was properly moved and seconded.

**Discussion:** City Clerk Anderson stated the businesses listed in the exhibit are the only businesses that have applied with all required documents so far and reminded the board that they should see another resolution similar for businesses that did not meet the deadline next month. With no further discussion all Board of Aldermen members present were in favor and the motion carried. City Clerk Anderson read **Resolution No. 2024-21** by title.

Mayor Oxley declared **Resolution No. 2024-21** has been **APPROVED**.

- 4. Resolution No. 2024-22:** A Resolution Authorizing the Mayor to enter into an Agreement with the Curators of the University of Missouri on behalf of University of Missouri Health Care for Medical Examinations and Physical Capacity Profile (PCP) Testing for the City of Holts Summit, Missouri.

Motion to Approve **Resolution No. 2024-22** made by Alderman Edwards and Seconded by TW Alderman Wulff. The motion was properly moved and seconded.

**Discussion:** City Administrator Ruediger explained the previous resolution was for the interim change vs the current resolution is for the final contract for the completion of the transition from CRMC to MU. With no further discussion all Board of Aldermen members present were in favor and the motion carried.

City Clerk Anderson read **Resolution No. 2024-22** by title.

Mayor Oxley declared **Resolution No. 2024-22** has been **APPROVED**.

- 5. Resolution No. 2024-23:** A Resolution Re-Appointing Richard Parks to the Planning and Zoning Commission for the City of Holts Summit, Missouri.

Motion to Approve **Resolution No. 2024-23** made by Alderman Sloan and Seconded by Alderman Edwards. The motion was properly moved and seconded.

**Discussion:** City Administrator Ruediger stated the current term is expiring for Mr. Parks who will need to be reappointed if the board wishes. With no further discussion all Board of Aldermen members present were in favor and the motion carried.

City Clerk Anderson read **Resolution No. 2024-23** by title.

Mayor Oxley declared **Resolution No. 2024-23** has been **APPROVED**.

- 6. Resolution No. 2024-24:** A Resolution Authorizing the City Administrator to enter into the Master Intergovernmental Cooperative Purchasing Agreement with OMNIA Partners for the City of Holts Summit, Missouri.

Motion to Approve **Resolution No. 2024-24** made by Alderman Sloan and Seconded by Alderman Wulff. The motion was properly moved and seconded.

**Discussion:** City Administrator Ruediger stated the resolution would authorize him to sign the city up for a national purchasing agreement. The association allows K-12, higher education, and government entities to come together to get the best deals. With no further discussion all Board of Aldermen members present were in favor and the motion carried.

City Clerk Anderson read **Resolution No. 2024-24** by title.

Mayor Oxley declared **Resolution No. 2024-24** has been **APPROVED**.

#### **DISCUSSION (Continued):**

- 1. Electronic Board Packets:**

City Administrator Ruediger explained that he and the City Clerk attended a weeklong training for an RMS system for city records, capable of more than we realized it could do. He explained the login access and capabilities to view documents as they are being drafted and updated. The system would save additional manhours in printing out the packets and asked if the board would

like to have a city issued electronic device to access the system (web-based, could access from phone if wanted to).

2. **Additional ARPA Funded Projects:** City Administrator Ruediger stated approximately \$671,000 is left in the fund as of 5/1/24 and reminded the board that they had just allocated \$125,00 to an inclusive park. Presentation of two different options were provided. After review and discussion, the board unanimously requested to move forward with an RFP for option two which consisted of the following.

- **Ballfield Backstops & Dugouts:** Draft RFP for main project of \$125,000 with an alternate of \$50,000 totaling \$175,000.
- **Hibernia Update:** \$100,000
- **Municipal building conversion:** \$71,000
- **Civic enter / Bathrooms (ADA compliance):** \$100,000 including the removal of the concession stand.

**AS MAY ARISE:** *None at this time.*

**CLOSED SESSION:** In accordance with RSMo §610.021 to discuss matters of real estate under section (2), hiring, firing or promoting of an employee(s) under section (3) and/or existing or proposed security systems and structural plans of real property. Disclosure of §610.021(19) would impair the City of Holts Summit's ability to protect the security or safety of persons or real property and the public interest in nondisclosure outweighs the public interest in disclosure of the records.

Alderman Edwards moved to enter Closed Executive Session. The motion was seconded by Alderman Sloan. With no further discussion all Board of Aldermen members present were in favor and the motion carried.

**Roll Call:**

Alderman Edwards – Aye	Alderman Sloan – Aye
Alderwoman Schlueter – Absent	Alderman Wulff – Aye

**THIS MEETING ENTERED INTO CLOSED EXECUTIVE SESSION AT 8:29 PM.**

Alderman Wulff moved to exit Closed Executive Session. The motion was seconded by Alderman Sloan. With no further discussion all Board of Aldermen members present were in favor and the motion carried.

**Roll Call:**

Alderman Edwards – Aye	Alderman Sloan – Aye
Alderwoman Schlueter – Absent	Alderman Wulff – Aye

**THIS MEETING ENTERED INTO OPEN SESSION AT 9:18 PM.**

**ACTION TAKEN:**

One action was taken during closed session regarding hiring of employee; said individual will be notified within 72 hours at which time the action can be disclosed.

Alderman Edwards moved to hire Kyle Woods as a probationary positioned officer at a reduced salary of \$40,000 per year until the requirements are met per the conditional offer, at which time the salary will be increased to the budgeted position of officer of \$50,000 per year. The motion was seconded by Alderman Sloan. The motion was properly moved and seconded.

**Roll Call:**

Alderman Edwards - Aye  
Alderwoman Schlueter - Absent

Alderman Sloan - Aye  
Alderman Wulff - Aye

**ADJOURNMENT:**

Alderman Edwards moved to adjourn the meeting. The motion was seconded by Alderman Wulff. All City of Holts Summit Board of Aldermen members were in favor and the motion carried adjourning the meeting at 9:19 pm by Mayor Oxley.

Respectfully Submitted,



Rachel Anderson, City Clerk



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Landon Oxley, Mayor