

**REGULAR MEETING**

The City of New Melle Board of Aldermen meeting was called to order at 7:01 p.m. on August 16, 2022, by Mayor Burt. The meeting was held at the New Melle City Hall, located at 145 Almeling Street, New Melle, MO.

**ROLL CALL**

- √ Mayor Steve Burt
- √ Alderman Nik Bradley
- √ Alderman Gary Schneider
- √ Alderman Janet Karrenbrock
- √ Alderman Trevor Goodman
- √ City Clerk Marcia Gay
- √ Attorney Steve Martin

**PLEDGE OF ALLEGIANCE**

Mayor Burt led the Pledge of Allegiance.

**INVOCATION PRAYER**

Alderman Schneider led the Invocation Prayer

**APPROVAL OF AGENDA**

Alderman Schneider made a motion, seconded by Alderman Goodman to approve the agenda. Motion passed unanimously.

**APPROVAL OF MINUTES**

Alderman Bradley made a motion, seconded by Alderman Karrenbrock to approve the minutes for the Regular Meeting of July 12, 2022. Motion passed unanimously.

Alderman Goodman made a motion, seconded by Alderman Schneider to approve the minutes for the Special Meeting of July 21, 2022. Motion passed unanimously.

**OPEN FORUM**

No responses for Open Forum. Open Forum closed by Mayor Burt at 7:05 P.M.

**FINANCE REPORT**

1. City Clerk Gay submitted July 2022 Balance Sheets. Alderman Karrenbrock made a motion, seconded by Alderman Goodman to approve the balance sheets for July 2022. Motion passed unanimously.
2. City Clerk Gay submitted Quarterly Finance and Six-Month Financial Reports provided by Botz Deal CPA. Alderman Bradley made a motion, seconded by Alderman Schneider to approve the Reports for the Second Quarter/Six Month Report 2022. Motion passed unanimously.
3. Clerk Gay reported the firm of Sikich LLP has completed the 2021 Audit for the City of New Melle. The Final Copy has not yet been submitted to the city.

**ENGINEERING REPORT**

1. Nathan Buehrle, Cochran Engineering, reviewed the Alternates for the Peter Street Improvements and the possibilities of underground utilities.  
Alternate #1 and Alternate #2 included (3) light poles with the option to just place conduit to the location of the proposed light poles. Underground facilities to include conduit for Ameren UE along Peter St. the conduit to the individual residences and meter boxes are a separate contract not

included in the Peter St. design and would have to be bid separately. CenturyLink would relocate their aerial facilities to buried at their cost. To place buried electric for Ameren UE would be approximately an additional \$50,000. Alderman Karrenbrock requested a quote to just place the conduit with the option to place Ameren facilities later. It would be cost effective to place the conduit on the current contract and place additional buried electric on the Mill Street Improvement Project and not have to tie in the Peter St. buried electric at that time. Alderman Bradley agreed that placing the buried electric would be not only easier to do all at once but also more cost effective as temporary power poles would be an added cost. Alderman Karrenbrock made a motion to add a Change Order to Alternate #2 on the current contract to place conduit ONLY on Peter Street, seconded by Alderman Schneider. Motion passed unanimously.

Alternate #3 would require the contractor to place concrete instead of asphalt on Peter Street. Concrete would be a more durable option. Alderman Schneider motioned to replace 'asphalt' with 'concrete' to the awarded bid, seconded by Alderman Goodman. Motion passed unanimously. Alderman Schneider made a motion to add a Change Order to the awarded bid for a Rolled Curb instead of a Vertical Curb on Peter Street, seconded by Alderman Karrenbrock, Motion passed unanimously.

2. Nathan Buehrle, Cochran Engineering: The Mill Street Improvement Plan is in process and the design is mostly complete. Buried conduit would be added for future facility relocations and a rolled curb to tie in with Peter St. The right-of-way allocations are minimal and may be on both the north and/or south sides of Mill St. The existing guard rail at 3637 Mill St. will be replaced in addition to a retaining wall. A vertical curb would be more efficient to direct water flow.
3. Nathan Buehrle, Cochran Engineering, reported on the Grant Proposals for sidewalks and trails along Foristell Rd. and Hwy Z It was determined that separate proposals would be most likely to be awarded if the plans for each were presented separately. Nathan will submit the proposals. A formal response from St. Charles County is not expected until February 2023.

#### **OLD BUSINESS**

1. The Board of Aldermen reviewed the Tree Trimming Contract. Alderman Goodman made a motion to approve the REQUEST FOR PROPOSALS (RFP) FOR TREE TRIMMING, seconded by Alderman Karrenbrock. Motion passed unanimously. Mayor Burt noted the TREE TRIMMING RFP was approved August 16, 2022.

The Board of Aldermen reviewed the Street Repair Contract. Alderman Karrenbrock made a motion to add Vehicle Costs per type of Vehicle, Asphalt Patch Costs plus an Hourly Rate to the contract and approve the Contract with changes, Alderman Schneider seconded the motion. Motion passed unanimously. Mayor Burt noted the STREET REPAIR RFP was approved August 16, 2022.

#### **NEW BUSINESS**

1. The presentation by the new County Engagement Specialist in Community Economic Development, MU Extension Office, Deana Dothage, was moved to the October 11, 2022, Board of Aldermen meeting due to a conflict.
2. The Planning and Zoning Commission presented a proposal to approve a donation of \$100 in remembrance of the late Commissioner Jill McClelland to the Christian Motorcycle Association on behalf of the City of New Melle. Alderman Karrenbrock made a motion to approve the donation, seconded by Alderman Goodman. Motion passed unanimously.
3. The Announcement for a Public Hearing to present the 2023 Tax Rate for the City of New Melle was presented, Alderman Goodman made a motion for the hearing to be prior to the September 13, 2022, Board of Alderman Meeting at 6:45, seconded by Alderman Karrenbrock, Motion passed unanimously.

4. Discussion regarding the combining of the City of New Melle website and the New Melle Sports and Recreation website was brought by Alderman Karrenbrock and Mayor Burt. It was decided a committee should be formed to explore the aspects of combining these web pages or linking the Websites.
5. Clerk Gay presented the 'Pass' Inspection for City Hall from the Fire Department. Alderman Bradley replaced the batteries in the (3) EXIT signs and (3) fire extinguishers were purchased by the city to replace the expired ones. A follow-up inspection resulted in a 'Passed' for the City.

**ADJOURNMENT**

Alderman Goodman made a motion, seconded by Alderman Karrenbrock to adjourn at 7:50 p.m. Motion passed unanimously.

The next Board of Aldermen Meeting will be Tuesday, September 13, 2022, at City Hall, 145 Almeling St., at 7:00 p.m.

A Public Hearing will precede the Meeting at 6:45 p.m.

Respectfully submitted,

---

Marcia Gay, City Clerk