

SPECIAL BUDGET MEETING

The City of New Melle Board of Aldermen meeting was called to order at 6:11 p.m. by Mayor Burt. The meeting was held at City Hall, 145 Almeling St., New Melle, Missouri 63365

ROLL CALL

✓ Mayor Steve Burt	✓ Alderman Janet Karrenbrock
Alderman Trevor Goodman (absent.)	✓ Alderman Gary Schneider
✓ Alderman Brian Nelson	✓ City Clerk Marcia Gay

APPROVAL OF AGENDA

Alderman Schneider made a motion, seconded by Alderman Karrenbrock to approve the Agenda for the Special Budget Meeting of December 18, 2024. Motion passed unanimously.

OPEN FORUM

There were no comments for Open Forum
Open Forum was closed by Mayor Burt at 6:13 P.M.

BUDGET DISCUSSION

Line Item 4780 Other Income was reduced to \$500. That should cover any income not applicable to regular accounts.

The Adopted Fuel Tax Income will need a new Line Item for application. That amount is estimated to be approximately \$6,800. for 2025.

Under Subcontract Expenses \$5,000. was added for a part-time Code Enforcement Officer.

For Other Operating Expenses: Web Site cost was reduced as the new web-page needs only occasional updating. Utilities Budget was reduced to reflect actuals. Property Maintenance was increased by \$2,000 to cover costs of replacing damaged/deteriorating entrance ramp. Software and Tech support was reduced as the new computer should be up-to-date and City Events costs were reduced as the city doesn't host many events. All other Budget Amendments remained as noted.

The Ordinance to adopt the 2025 Budget will be moved to the following Regular Meeting.

ADJOURNMENT

Alderman Schneider made a motion, seconded by Alderman Nelson to adjourn at 6:55 p.m. Motion passed unanimously.

REGULAR MEETING

The City of New Melle Board of Aldermen meeting was called to order at 7:03 p.m. by Mayor Burt. The meeting was held at City Hall, 145 Almeling St., New Melle, Missouri 63365

ROLL CALL

✓ Mayor Steve Burt	✓ Alderman Janet Karrenbrock
✓ Alderman Trevor Goodman – absent	✓ Alderman Gary Schneider
✓ Alderman Brian Nelson	✓ City Clerk Marcia Gay
✓ Attorney Steve Martin	

Also present City Engineers Hayden Ginsberg and Kurt Daniels

PLEDGE OF ALLEGIANCE

Mayor Burt led the Pledge of Allegiance

INVOCATION PRAYER

Alderman Schneider offered the invocation prayer.

APPROVAL OF AGENDA

Alderman Karrenbrock made a motion, seconded by Alderman Schneider to approve the Agenda for December 18, 2024. Motion passed unanimously.

APPROVAL OF MINUTES

Alderman Schneider made a motion, seconded by Alderman Karrenbrock to approve the Minutes of November 5, 2024, Regular Meeting. The motion was passed unanimously.

OPEN FORUM

Chris Caldwell, HOA Trustee for Fiddlestix, asked when there would be a public hearing in regards to the Foristell Rd. Improvement Project and ADA accessibility to the proposed trail. A public hearing will be announced for comments to the projects.

Mayor Burt closed Open Forum at 7:05 p.m.

FINANCE REPORT

City Clerk Gay submitted November 2024 Balance Sheets. Alderman Nelson made a motion, seconded by Alderman Karrenbrock to approve the November 2024 balance sheets. Motion passed unanimously.

INTRODUCTION OF BILLS/ORDINANCES.

BILL #505 – ORDINANCE 490 – AN ORDINANCE OF THE CITY OF NEW MELLE, MISSOURI, CALLING FOR A MUNICIPAL ELECTION ON APRIL 8, 2025, FOR THE PURPOSE OF ELECTING CERTAIN MUNICIPAL OFFICIALS

Alderman Karrenbrock made a motion, seconded by Alderman Schneider to conduct the first reading of Bill #505 by title only. Motion passed unanimously.

Mayor Burt read Bill #505 for the first time by title only.

Alderman Schneider made a motion, seconded by Alderman Karrenbrock to accept the first reading of Bill #505. Motion passed unanimously.

Alderman Nelson made a motion, seconded by Alderman Karrenbrock to conduct the second reading of Bill #505 by title only, Motion passed unanimously.

Mayor Burt read Bill #505 for the second time by title only.

Alderman Schneider made a motion, seconded by Alderman Nelson to accept the second reading, and adopt Bill 505 as Ordinance 490.

Roll Call Vote: Alderman Goodman -absent, Alderman Nelson -aye, Alderman Schneider -aye, Alderman Karrenbrock -aye.

Mayor Burt declares Bill 505 approved and designate it as Ordinance 490

BILL #506 – ORDINANCE 491 – AN ORDINANCE OF THE CITY OF NEW MELLE, MISSOURI, ADOPTING A BUDGET FOR THE 2025 FISCAL YEAR FOR THE CITY OF NEW MELLE.

Alderman Karrenbrock made a motion, seconded by Alderman Schneider to conduct the first reading of Bill #506 by title only. Motion passed unanimously.

Mayor Burt read Bill #506 for the first time by title only.

Alderman Karrenbrock made a motion, seconded by Alderman Nelson to accept the first reading of Bill #506. Motion passed unanimously.

Alderman Karrenbrock made a motion, seconded by Alderman Nelson to conduct the second reading of Bill #506 by title only, Motion passed unanimously.

Mayor Burt read Bill #506 for the second time by title only.

Alderman Karrenbrock made a motion, seconded by Alderman Nelson to accept the second reading, and adopt Bill 506 as Ordinance 491.

Roll Call Vote: Alderman Goodman -absent, Alderman Nelson -aye, Alderman Schneider -aye, Alderman Karrenbrock -aye.

Mayor Burt declares Bill 506 approved and designate it as Ordinance 491

BILL #507 – ORDINANCE 492 – AN ORDINANCE OF THE CITY OF NEW MELLE, MISSOURI, APPROVING THE RECORD PLAT FOR AUDEN MEADOWS, 478 FORISTELL RD.

The Record Plat of Auden Meadows was approved at the December 10, 2024 Planning and Zoning Meeting and is recommended for approval to the Board of Aldermen.

Alderman Schneider made a motion, seconded by Alderman Karrenbrock to conduct the first reading of Bill #507 by title only. Motion passed unanimously.

Mayor Burt read Bill #507 for the first time by title only.

Alderman Nelson made a motion, seconded by Alderman Karrenbrock to accept the first reading of Bill #507. Motion passed unanimously.

Alderman Schneider made a motion, seconded by Alderman Karrenbrock to conduct the second reading of Bill #507 by title only, Motion passed unanimously.

Mayor Burt read Bill #507 for the second time by title only.

Alderman Nelson made a motion, seconded by Alderman Karrenbrock to accept the second reading, and adopt Bill 507 as Ordinance 492.

Roll Call Vote: Alderman Goodman -absent, Alderman Nelson -aye, Alderman Schneider -aye, Alderman Karrenbrock -aye.

Mayor Burt declares Bill 507 approved and designate it as Ordinance 492

BILL #508 – ORDINANCE 493 – AN ORDINANCE OF THE CITY OF NEW MELLE, MISSOURI, FINDING AND DECLARING THE ACQUISITION OF CERTAIN LAND AND REAL PROPERTY INTERESTS FOR THE MILL STREET/PETER STREET IMPROVEMENT PROJECT IS NECESSARY FOR MUNICIPAL PURPOSES AND AUTHORIZING ACQUISITION OF SAID LAND AND REAL PROPERTY.

Alderman Karrenbrock made a motion, seconded by Alderman Nelson to conduct the first reading of Bill #508 by title only. Motion passed unanimously.

Mayor Burt read Bill #508 for the first time by title only.

Alderman Karrenbrock made a motion, seconded by Alderman Nelson to accept the first reading of Bill #508. Motion passed unanimously.

Alderman Karrenbrock made a motion, seconded by Alderman Nelson to conduct the second reading of Bill #508 by title only, Motion passed unanimously.

Mayor Burt read Bill #508 for the second time by title only.

Alderman Karrenbrock made a motion, seconded by Alderman Nelson to accept the second reading, and adopt Bill 508 as Ordinance 493.

Roll Call Vote: Alderman Goodman -absent, Alderman Nelson -aye, Alderman Schneider -aye, Alderman Karrenbrock -aye.

Mayor Burt declares Bill 508 approved and designate it as Ordinance 493

ENGINEERING REPORT

1. Foristell Rd. Trail and Foristell Rd. Improvements: Approval for the cost of the Wetland Delineation Survey and Cultural Resource Survey as required by MoDOT to move forward with the project was presented to the Board of Aldermen. Alderman Karrenbrock made a motion to approve the cost of the surveys, seconded by Alderman Nelson. Motion passed unanimously.
It was also noted that tree clearing for the project can only be done between October and March because of certain wildlife habitat.
2. Additional funding for the Foristell Improvement Project has been submitted to St. Charles County. Cochran Engineering is waiting for a response.
3. Easement procurement for the Mill St./Peter St. project has been moving forward. All requests for the Bystrom property have been met. The brightspeed permanent easement has requested the sq. ft. needed and final documents will be submitted. The property at 3669 Mill St. is in negotiation.

OLD BUSINESS

1. The discussion for a part-time Code Enforcement Officer is ongoing. Alderman Nelson stated the city should not have to rely on citizen response/notification but should have a professional officer to issue a warning/summons.
Alderman Karrenbrock made a motion to issue an RFP for a part-time Code Enforcement Officer for the City of New Melle, seconded by Alderman Nelson. Motion passed unanimously.
The position will be advertised.

NEW BUSINESS

1. Emergency Repairs for city streets, that include street cleaning for gravel/rocks and mud removal should be completed with the Emergency Road Repair Contract. It was noted that removal of some areas of gravel may actually accentuate the problem by removing any base that keeps the areas from getting worse. It will be a case-by-case repair. The Mill St. Improvement project will address some of the gravel/rock/mud problems after heavy precipitation.
2. The Board reviewed the submitted Pay Application #4 for the Mill St./Peter St. Improvement Project. Alderman Nelson made a motion to approve payment for Pay Application #4, seconded by Alderman Schneider. Motion passed unanimously.

The next Regular Board of Aldermen meeting will be Tuesday, January 21, 2025, at 7:00 p.m. at City Hall, 145 Almeling St.

ADJOURNMENT

Alderman Schneider made a motion, seconded by Alderman Nelson to adjourn at 7:35 p.m. Motion passed unanimously.

Respectfully submitted.

Marcia Gay, City Clerk

