

**CITY OF SHREWSBURY  
OPEN MEETING OF THE  
BOARD OF ALDERMEN**

June 14, 2022

An Open Meeting of the Board of Aldermen of the City of Shrewsbury, Missouri was held at 6:00 p.m. on June 14, 2022 in the Aldermanic Chambers of City Hall and via Zoom teleconference for the transaction of such business that came before the Board.

Present:	Mayor	Mike Travaglini
	Alderman	Greg Lauter
	Alderman	Keith Peters
	Alderman	John Odenwald
	Alderperson	Elisa Reeves
	Alderman	Michael Schmelzle
	Alderperson	Bette Welch

Also Present:	Public Works Superintendent	Tony Wagner
	Director of Parks & Recreation	Chris Buck
	Police Chief	Lisa Vargas
	Fire Chief	Chris Amenn
	Director of Finance	Diana Madrid
	City Attorney	Michael Daming
	Interim City Admin./City Clerk	Elliot Brown

**Roll Call**

Mayor Travaglini called the meeting to order and Interim City Administrator/City Clerk Brown commenced with the roll call. A quorum was present for the transaction of City business.

**Approval of Minutes**

Mayor Travaglini introduced the draft minutes from the May 18, 2022 Board of Aldermen Special Meeting and opened the floor for questions or comments. **Alderman Peters moved to approve the minutes as submitted; Alderperson Reeves seconded. The motion carried unanimously by voice vote.**

Mayor Travaglini introduced the draft minutes from the May 25, 2022 Board of Aldermen Work Session and opened the floor for questions or comments. **Alderperson Welch moved to approve the minutes as submitted; Alderperson Reeves seconded. The motion carried unanimously by voice vote.**

**Hear Citizens #1:** None

**Approval of Bills – June 2022**

Mayor Travaglini introduced the bills for June 2022 and opened the floor for questions or comments. **Alderman Lauter moved to approve the June 2022 bills; Alderman Peters seconded. The motion carried unanimously by voice vote.**

**Liquor Licenses Annual Renewal**

Interim City Administrator/City Clerk Brown introduced the liquor license renewal applications submitted by Walmart Store No. 3061 located at 7437 Watson Rd. for the sale of intoxicating liquor in original packaging with Sunday sales included and for the sale of wine, malt beverage and distilled spirit tastings and St. Michael the Archangel located at 7622 Sutherland Ave. for the sale of malt liquor and wine by the drink for consumption on premises excluding Sunday sales. **Alderman Peters moved to approve the annual liquor license applications submitted by Walmart and St. Michael’s; Alderman Odenwald seconded. The motion carried unanimously by voice vote.**

**Bill 3058 – Finance Commission**

Mayor Travaglini introduced Bill 3058 sponsored by Alderman Odenwald establishing a finance commission in the City of Shrewsbury. Director Madrid summarized the bill and asked for questions from the Board. **Alderman Odenwald moved for first reading of Bill 3058; Alderman Schmelzle seconded. The motion carried unanimously by voice vote. Attorney Daming read Bill 3058 for the first time.**

**Bill 3059 – Fire Hydrant @ 7600 Watson Rd.**

Mayor Travaglini introduced Bill 3059 sponsored by Alderman Lauter approving the installation of a fire hydrant in the 7600 block of Watson Rd. Chief Amenn summarized the bill and asked for questions from the Board. **Alderman Lauter moved for first reading of Bill 3059; Alderman Peters seconded. The motion carried unanimously by voice vote. Attorney Daming read Bill 3059 for the first time.**

**Alderman Lauter moved to suspend the rules to allow for second reading of Bill 3059 in the same meeting; Alderman Peters seconded. The motion carried unanimously by voice vote.**

**Alderman Lauter moved for second reading of Bill 3059; Alderman Peters seconded. The motion carried unanimously by voice vote. Attorney Daming read Bill 3059 for the second time.**

**Alderman Lauter moved for final passage of Bill 3059; Alderman Peters seconded. The following roll-call vote was recorded:**

<b>Alderman Lauter</b>	<b>-</b>	<b>Aye</b>	<b>Alderson Reeves</b>	<b>-</b>	<b>Aye</b>
<b>Alderman Peters</b>	<b>-</b>	<b>Aye</b>	<b>Alderman Schmelzle</b>	<b>-</b>	<b>Aye</b>
<b>Alderman Odenwald-</b>		<b>Aye</b>	<b>Alderson Welch</b>	<b>-</b>	<b>Aye</b>

**Bill 3059 was passed and approved as Ordinance 3039:**

**AN ORDINANCE PROVIDING FOR THE APPROVAL OF THE  
INSTALLATION OF A NEW FIRE HYDRANT ALONG THE 7600 BLOCK  
OF WATSON ROAD IN THE CITY OF SHREWSBURY, MISSOURI.**

**Bill 3060 – Supplemental Contract Authorization Holloran, Inc.**

Mayor Travaglini introduced Bill 3060 sponsored by Alderperson Welch authorizing the Mayor to execute a supplemental contract with Holloran Contracting, Inc. for the 2022 CDBG Street Improvements Project. **Alderperson Welch moved for first reading of Bill 3060; Alderman Odenwald seconded. The motion carried unanimously by voice vote. Attorney Daming read Bill 3060 for the first time.**

**Alderperson Welch moved to suspend the rules to allow for second reading of Bill 3060 in the same meeting; Alderman Odenwald seconded. The motion carried unanimously by voice vote.**

**Alderperson Welch moved for second reading of Bill 3060; Alderman Odenwald seconded. The motion carried unanimously by voice vote. Attorney Daming read Bill 3060 for the second time.**

**Alderperson Welch moved for final passage of Bill 3060; Alderman Odenwald seconded. The following roll-call vote was recorded:**

<b>Alderperson Reeves</b>	-	<b>Aye</b>	<b>Alderperson Reeves</b>	-	<b>Aye</b>
<b>Alderperson Welch</b>	-	<b>Aye</b>	<b>Alderperson Welch</b>	-	<b>Aye</b>
<b>Alderman Lauter</b>	-	<b>Aye</b>	<b>Alderman Schmelzle</b>	-	<b>Aye</b>
<b>Alderman Peters</b>	-	<b>Aye</b>			
<b>Alderman Odenwald</b>	-	<b>Aye</b>			

**Bill 3060 was passed and approved as Ordinance 3040:**

**AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A SUPPLEMENTAL CONTRACT WITH HOLLORAN CONTRACTING, INC.**

**Bill 3061 – GFOA Fund Balance Adoption**

Mayor Travaglini introduced Bill 3061 sponsored by Alderperson Welch adopting a policy establishing a minimum unrestricted fund balance for the City of Shrewsbury. Director Madrid added that this ordinance would adopt the Government Finance Officers Association’s recommended policy to maintain a target fund balance in its general fund of no less than 2 months of regular general fund operating revenues or regular general fund operating expenditures.

Alderman Schmelzle recommended adjusting the language of Bill 3061 prior to first reading. He noted that the words *unrestricted* and *unassigned* are used interchangeably throughout the bill requested only using one for consistency. He also suggested removing *general fund operating revenues* from Section 1 as the City’s liabilities are the focus of the policy. Alderperson Reeves requested removing the words *strive to achieve and* from Section 1 to make the policy less flexible. She cited the reduction in the City’s credit rating as a result of low fund balances in recent years. **Alderperson Welch moved to table Bill 3061 for revisions; Alderman Schmelzle seconded. The motion carried unanimously by voice vote.**

**Bill 3062 – St. Ann Prisoner Processing & Housing Contract Authorization**

Mayor Travaglini introduced Bill 3062 sponsored by Alderman Lauter authorizing the Police Chief to execute a contract with the City of St. Ann, Missouri to process and house prisoners for the City of Shrewsbury. Chief Vargas stated that inmates are currently housed at the Richmond Heights Police Department, but that contract expires at the end of June as part of the City's cost-saving decision in April to withdraw from the East Central Dispatch Center Collaborative.

**Alderman Peters moved for first reading of Bill 3062; Alderman Lauter seconded. The motion carried unanimously by voice vote. Attorney Daming read Bill 3062 for the first time.**

**Alderman Peters moved to suspend the rules to allow for second reading of Bill 3062 in the same meeting and for a second reading of Bill 3062; Alderman Lauter seconded. The motion carried unanimously by voice vote. Attorney Daming read Bill 3062 for the second time.**

**Alderman Peters moved for final passage of Bill 3062; Alderman Lauter seconded. The following roll-call vote was recorded:**

<b>Alderman Lauter</b>	<b>-</b>	<b>Aye</b>	<b>Alderson Reeves</b>	<b>-</b>	<b>Aye</b>
<b>Alderman Peters</b>	<b>-</b>	<b>Aye</b>	<b>Alderman Schmelzle</b>	<b>-</b>	<b>Aye</b>
<b>Alderman Odenwald-</b>		<b>Aye</b>	<b>Alderson Welch</b>	<b>-</b>	<b>Aye</b>

**Bill 3062 was passed and approved as Ordinance 3041:**

**AN ORDINANCE AUTHORIZING THE POLICE CHIEF TO EXECUTE A CONTRACT WITH THE CITY OF ST. ANN, MISSOURI**

**Department Head Reports**

The Department Heads briefly provided citywide updates:

Chief Amenn reported that they have had 5 applicants for the open positions in the department and scheduled interviews with 2 candidates. He also reported that his team responded to a residential fire in the 7300 block of Murdoch Avenue. While the contents of the apartment in which the fire started were a total loss, the structure was saved and there were no significant injuries.

Chief Vargas reported that renovations to the Public Safety building's garage to allow for prisoner intake were ongoing. She also noted that the combined postage budgets of the Police and Fire departments would need to increase by \$1,700 so that the new non-emergency dispatch numbers could be distributed to residents.

Director Buck reported that the Aquatic center was open for the season and doing well. Alderman Odenwald asked if an ATM could be added to the center. Director Buck stated he was working on obtaining quotes for a card reader instead. Alderman Peters asked why there wasn't any ice cream at the concession stand. Director Buck stated the vender had a temporary supply issue.

Superintendent Wagner reported that the CDBG street work on Somerworth Ln. was starting soon and that the 2022 concrete repair work at Chapel Ford Ln. and Cardinal Ridge Ct./Cir. was nearly completed. He would be placing *no parking* signs along Somerworth prior to the start of the project.

Interim City Administrator/City Clerk Brown reported that he had toured the Spire meter facility recently. He also noted that the Dunkin Donuts project was scheduled to begin soon. He also reported that the website redesign project was in the site migration phase with an estimated completion of Fall 2022. He also reported that several buyers have reached out to the City about 7725 Watson Rd. for zoning verification. All the proposed businesses at the location would require a special use permit to operate there, which may indicate it would be a good candidate for rezoning in the future.

Director Madrid reported that a line of credit would not be possible as they are not offered to municipalities at this time. Instead, the City could pursue a Tax Anticipation Note if necessary. Alderman Schmelzle asked what banks were approached so far. Director Madrid responded that she had spoken with Regions and Commerce.

#### **Budget Amendment Request – Finance Department**

Director Madrid presented her request for an outsourced part-time accountant to assist the Finance Department with day-to-day accounting duties at a rate of \$80.00/hr. from June 27 through September 23<sup>rd</sup> not to exceed \$16,650. She added that the position could be extended through November 30<sup>th</sup> not to exceed an additional \$12,800 if necessary. Alderperson Reeves asked if she saw this as a one-time expense. Director Madrid responded that this position would eventually need to be turned into a full-time position, but that it would not be feasible until next year.

Alderman Schmelzle asked if the additional expense was going to be offset by additional revenue or cost cuts elsewhere. Director Madrid stated that it would not be and this was a budget amendment request. Alderperson Reeves stated she did not support this expenditure prior to getting the City Administrator/City Clerk situation figured out. **Alderperson Welch moved to approve authorize the hiring of a part-time accountant to assist the Finance Department through September 23<sup>rd</sup> at an expense not-to-exceed \$16,650.00**, noting that this request was almost \$21,000 less than the original estimate; **Alderman Odenwald seconded. The motion carried by voice vote with one dissent.**

#### **Old Business**

Mayor Travaglini addressed the Board regarding Director Madrid's report on a line of credit no longer being offered to municipalities. Reminding them of the vote on May 18<sup>th</sup> to increase Police and Fire Department personnel salaries to the 50<sup>th</sup> percentile and reverse the pay freeze in place since 2020 for all other city employees starting July 1, 2022 provided that Director Madrid can secure a line of credit to cover expenditures before that date, Mayor Travaglini requested an amended motion to remove the line of credit stipulation and to adjust the date to June 29, 2022 to coincide with the City's payroll schedule.

**Alderman Odenwald moved to amend the Board's previous motion to approve an increase in Police and Fire Department personnel salaries to the 50<sup>th</sup> percentile and a reversal of the pay**

**freeze in place since 2020 for all other city employees starting June 28, 2022 provided that Director Madrid will secure a Tax Anticipatory Note to cover expenditures if necessary; Alderman lauter seconded. The motion carried unanimously by voice vote.**

**New Business** – None

**Hear Citizens** –

Jill Duvall (4716 Wilshusen Ave.) addressed the Board in support of the City’s Horticulturist, Beth Parker’s work in the community:

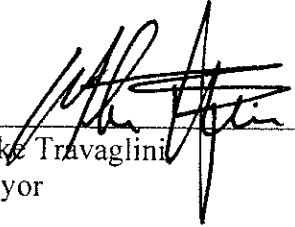
My name is Jill Duvall and my family has lived at 4716 Wilshusen Avenue in Shrewsbury since 1988. I have served on the Parks and Recreation Commission for over 20 years and my husband and I were one of several couples in the core group that secured votes for the bond issue to purchase and renovate our City Center. We selected and vetted Shrewsbury as a place to live before we bought our home here. It was a great place to live and raise a family. It has become an even better place in part because of Beth Parker.

I would like to go on record to show my appreciation to Beth Parker for her outstanding work as horticulturist for Shrewsbury for the past five years. In that time, our parks and city entrances have been upgraded with new perennial gardens and the planting of over 750 new trees. Through her efforts Shrewsbury is now a Tree City USA. This designation requires a huge amount of work including the establishment of a tree inventory which is used to monitor and maintain the trees in our city. She has worked to eradicate invasive honeysuckle and increase native plants in our parks. Beth has been invaluable to the Parks and Recreation Commission in helping prepare and submit grant applications for park improvements, especially during the lean sales tax years. When there was no money in the budget, she has solicited plant donations from residents and trees from the Missouri Conservation Department.

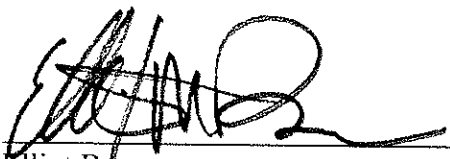
All cities have entrances, “Welcome to ...”. Shrewsbury’s entrances make you understand the motto, “Shrewsbury it’s Home.” Our parks continue to provide a much-needed respite during the Covid pandemic. Shrewsbury has a lot of parkland for a city it’s size. These parks aren’t just open fields. They are beautiful places to spend time enjoying activities for all age groups. All of Beth’s efforts showcase Shrewsbury as a place we are proud to call home.

**Adjournment**

**Alderman Lauter moved to adjourn the meeting; Alderman Odenwald seconded the motion. The motion passed unanimously by voice vote. The meeting adjourned.**

  
Mike Travaglini  
Mayor

ATTEST:

  
Elliot Brown,  
Interim City Administrator/City Clerk

