



**CITY OF WELDON SPRING
BOARD OF ALDERMEN EMERGENCY MEETING
ON THURSDAY, MARCH 26, 2020, AT 5:00 P.M.
WELDON SPRING CITY HALL
5401 INDEPENDENCE ROAD
WELDON SPRING, MISSOURI 63304**

Note: Due to the health crisis of the COVID-19 pandemic, this Board Meeting will be via teleconference. No public will be allowed in the Board Room; however, the meeting will be broadcast over a loud speaker in The City Hall Parking Lot and posted on the City of Weldon Spring social media page <https://www.facebook.com/CityOfWeldonSpring/> the next business day. Public comment will be accepted at this time. Any comments should be email to Bill Hanks, City Clerk, at bhanks@weldonspring.org no later than 3 p.m. on the day of the meeting. All comments will be shared with the Board of Aldermen prior to the meeting.

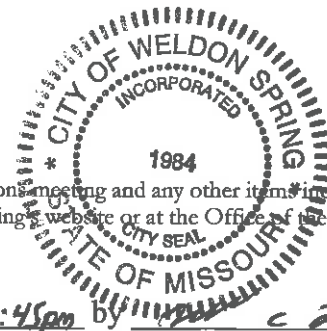
******AMENDED AGENDA******

Revised on 3/25/20

This meeting will be recorded

1. **CALL TO ORDER**
2. **ROLL CALL and DETERMINATION OF A QUORUM**
3. **APPROVAL OF MINUTES**
 - A. March 10, 2020 – Regular Board Meeting Minutes
4. **CITY TREASURER – Paid Bills (3-4-20 – 3-17-20) & Unpaid Bills (3-11-20 – 3-26-20)**
5. **UNFINISHED BUSINESS**
 - A. Bill #1141 - An Ordinance Formally Adopting Standard Operating Procedures for the City of Weldon Spring, Missouri Regarding Private Infrastructure Dedication - ******TABLED******
 - B. An Ordinance Authorizing the Acceptance of the Dedication of the Streets of the Ehlmann Farms Subdivision by the City of Weldon Spring, Missouri, and Matters Relating Thereto ******TABLED******
 - C. City Engineering & Planning Services ******TABLED******
6. **NEW BUSINESS**
 - A. Resolution Declaration of State of Emergency & Executive Order Relating Thereto
 - B. An Ordinance Amending Employee Handbook Regarding Pandemic Leave (2 Readings) – Alderman Clutter
8. **RECEIPTS & COMMUNICATIONS (Only Urgent Matters)**
9. **ADJOURNMENT**

Copies of all ordinances proposed to be introduced for consideration by the Board of Aldermen's meeting and any other items included in the Board of Aldermen's Board Packet are available for public inspection on the City of Weldon Spring's website or at the Office of the City Clerk. The City Clerk can be contacted at bhanks@weldonspring.org or 636-441-2110.



This notice was posted at 5401 Independence Road on 3-25-20 at 3:45pm by [Signature]

CITY OF WELDON SPRING
REGULAR MEETING OF THE BOARD OF ALDERMEN
MARCH 10, 2020

CALL TO ORDER: The regular meeting of the Board of Aldermen of the City of Weldon Spring was held on Tuesday, March 10, 2020 at approximately 7:30 PM. The meeting was held at the Weldon Spring City Hall, which is located at 5401 Independence Road. Mayor Donald Licklider called the meeting to order.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

ROLL CALL AND DETERMINATION OF QUORUM: On a roll call, the following members were present:

Ward 1:	Alderman Clutter	Alderman Hillmer
Ward 2:	Alderman Schwaab	Alderman Kolb
Ward 3:		

Alderman Baker and Alderman Martiszus were absent from the meeting. A quorum was declared.

MINUTES: February 27, 2020 Board Minutes - Alderman Clutter moved to approve the minutes from the February 27, 2020 regular meeting with one correction, seconded by Alderman Kolb. Motion carried with 3 ayes. Alderman Hillmer abstained from voting.

Note: Alderman Clutter wanted the minutes to reflect that Alderman Kolb had moved to adjourn the last Board meeting, not Alderman Clutter.

PUBLIC COMMENTS: There were no public comments at this time.

TREASURER'S REPORT: Alderman Hillmer made a motion to accept the Treasurer's packet of paid bills from February 21, 2020, to March 3, 2020. Alderman Hillmer asked about the three \$25.00 from 3 Los Compadres. Mr. Padella, the City Administrator, indicated these charges were associated to gift cards for the 2019 Senior Day event. The motion was seconded by Alderman Schwaab. Motion carried with 4 ayes.

OLD BUSINESS:

Bill #1139-2 - An Ordinance Amending Ordinance 96-12 of the City of Weldon Spring, Missouri, By Changing the Type of Fence Constructed Along Independence Road: Mayor Licklider discussed his veto of this bill (Bill #1139) and stated that in his view, it created confusion. Mayor Licklider told the Alderman they can either passed the new Bill or override his veto. A brief discussion took place.

Alderman Clutter introduced Bill #1139-2 for its first reading by title only. The motion seconded by Alderman Hillman and **motion carried**.

Alderman Clutter moved to invoke the emergency clause and read Bill # 1139-2 twice at tonight's meeting. Alderman Hillmer seconded the motion. On a roll call vote, the **motion passed** as followed:

AYES: 4 – Clutter, Hillmer, Kolb, and Schwaab
NOES: 0 -
ABSENT: 2 – Baker and Martiszus

Alderman Clutter moved to read Bill #1139-2 for its second reading and final time by title only, seconded by Alderman Hillmer. On a roll call vote, the Bill #1139-2 was placed as Ordinance 20-05 as followed:

AYES: 4 – Clutter, Hillmer, Kolb, and Schwaab
NOES: 0 -
ABSENT: 2 – Baker and Martiszus

Bill #1140 - An Ordinance Renewing an Existing Franchise Agreement with Cuivre River Electric Cooperative, Inc.: Alderman Schwaab moved to read Bill #1140 for its second reading and final time by title only, seconded by Alderman Hillmer. On a roll call vote, the Bill #1140 was placed as Ordinance 20-06 as followed:

AYES: 4 – Clutter, Hillmer, Kolb, and Schwaab
NOES: 0 -
ABSENT: 2 – Baker and Martiszus

Bill #1141 - An Ordinance Formally Adopting Standard Operating Procedures for the City of Weldon Spring, Missouri Regarding Private Infrastructure Dedication.

Alderman Hillmer made the Motion. Alderman Clutter seconded the Motion. Alderman Hiller made a motion to take Bill # 1141 off the table for the second and final reading by title only. Alderman Clutter seconded the motion and the **motion carried**. After a brief discussion, Bill #1141 was tabled.

NEW BUSINESS:

Change Order #3 for Independence Road Phase IV: Alderman Clutter made a Motion to approve the change order, seconded by Alderman Schwaab. **Motion carried** with 4 ayes.

An Ordinance Authorizing the Acceptance of the Dedication of the Streets of the Ehlmann Farms Subdivision by the City of Weldon Spring Missouri, and Matters Relating Thereto:

Alderman Clutter moved to introduce Bill # 1142 for its first reading by title only. Alderman Hillmer seconded the motion and the **motion carried**.

Bill # 1141 was tabled in accordance with City Code.

City Engineering & Planning Services: This topic was tabled.

FY 2019 Audited Financial Statements: There was a brief discussion, but no action.

Spring Newsletter Review/Consideration: Alderman Schwaab made motion to accept the Newsletter, Alderman Clutter seconded. Alderman Clutter said he would like to have the newsletter available for review sooner than two days before the Board of Alderman meeting. Mayor Licklider said that Board members should take the proposed Newsletter home and read it and email their comments back to the City Administrator.

REPORTS AND COMMITTEES:

City Administrator: Mr. Padella (City Administrator) briefly summarized his report.

City Attorney: No report given.

Planning and Zoning Commission: No report given.

Finance Committee: No report given.

CERT Committee: No report given.

PRAC Committee: Nick Baldecchi, the Chairman for the Parks & Recreation Advisory Committee, gave a brief update on the activities by the Parks & Recreation Advisory Committee.

CLOSED SESSION:

Alderman Clutter made a motion to go into closed session according to Missouri State Statute 610.021 paragraph (3) – personnel at 8:22 PM, seconded by Alderman Schwaab and the **motion carried** on a roll call vote:

AYES: 4 – Schwaab, Hillmer, Clutter, and Kolb

NOES: 0

ABSENT: 2 – Baker and Martiszus

Alderman Clutter made a motion to go into open session at 8:30 PM, seconded by Alderman Schwaab and the **motion carried** on a roll call vote:

AYES: 4 – Schwaab, Hillmer, Clutter, and Kolb

NOES: 0

ABSENT: 2 – Baker and Martiszus

ADJOURNMENT:

Alderman Kolb moved to adjourn the meeting at 8:31 PM and Alderman Hillmer seconded the motion. **Motion carried** with 4 ayes.

Respectfully submitted,

Laura Brown, CCA
Deputy City Clerk

Note: the numbers for the Bills and Ordinances are correct so they can be documented in the minutes, but was provided by the City Clerk after the meeting was adjourned

**PAID BILLS TO BE APPROVED
MARCH 4, 2020 -- March 17, 2020**

EXCEPT FOR THE ITEMS NOTED, THE ATTACHED LIST IS APPROVED BY THE BOARD OF ALDERMAN FOR PAYMENT. APPROVED THIS
26th DAY OF MARCH 2020 _____, MAYOR

CLAIMS REPORT

Check Range: 3/01/2020- 3/17/2020

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ANTHEM LIFE	EMPLOYEE INS GROUP A37265		92.50	16125	3/17/20
BATES CPA LLC	2019 AUDIT CITY FINANCIALS		10,250.00	16099	3/05/20
BUILDINGSTARS OPERATIONS INC	MONTHLY HOUSEKEEPING		240.00	16126	3/17/20
CDS OFFICE TECHNOLOGIES	SETUP SCAN TO EMAIL ON COPIER		125.00	16127	3/17/20
CHESTERFIELD FENCE & DECK CO	REIMB - LOT NOT IN OUR CITY		150.00	16128	3/17/20
WILLIAM C. MC DONOUGH	SUBSTITUTE JUDGE		300.00	16129	3/17/20
CUIVRE RIVER ELECTRIC	MONTHLY ELECTRIC		727.47	16100	3/05/20
DIMENSIONAL SECURITY SYSTEMS	2ND QTR ALARM MONITORING		48.00	16130	3/17/20
GENERAL CODE LLC	eCODE 360 ANNUAL MAINTENANCE		995.00	16101	3/05/20
HEAVY DUTY EQUIPMENT	UTILITY TASK VEHICLE REPAIR		3,490.45	16131	3/17/20
LASHLY & BAER, P.C.	MUNI PA SVCS ON 3/4/20		800.00	16132	3/17/20
LAURA BROWN	MILEAGE REIMB		11.39	16102	3/05/20
LOUIS J BASSO, P.C.	PSL vs CITY OF WELDON SPRING		3,900.00	16103	3/05/20
MISSOURI LAWYERS MEDIA	WEBSITE RFP PUBLIC NOTICE		34.00	16133	3/17/20
MITCH MILLER	PERMIT NOT NEEDED		150.00	16134	3/17/20
PURITAN SPRING WATER	BOTTLE WATER		30.17	16135	3/17/20
REPUBLIC SERVICES	TRASH SERVICE		117.12	16136	3/17/20
ROBERT WOHLER	LEGAL FEES		975.00	16104	3/05/20
SHI INTERNATIONAL CORP	LASERFICHE SERVER CONTRACT		3,049.81	16105	3/05/20
ST CHARLES ELECTION AUTHORITY	APRIL 7 ELECTION		2,373.02	16106	3/05/20
TREETOP PRODUCTS INC	DOROTHY MOORE BENCH/PLAQUE		1,238.52	16137	3/17/20
UNITED HEALTHCARE	EMPLOYEE HEALTH INS LB		3,543.46	16138	3/17/20
VERIZON WIRELESS	MONTHLY CELL		186.08	16107	3/05/20
WEX BANK	FLEET GAS CARD		44.64	16108	3/05/20
WHEELHOUSE SOLUTIONS	HARDWARE/SERVER ONBOARDING		3,368.50	16109	3/05/20
WHEELHOUSE SOLUTIONS	NETWORK FEB 2020 SVC		3,826.81	16110	3/05/20
WILLIAM C HANKS	MILEAGE REIMB		53.07	16111	3/05/20
Accounts Payable Total			40,120.01		

**UNPAID BILLS TO BE APPROVED
MARCH 11, 2020 -- MARCH 26, 2020**

EXCEPT FOR THE ITEMS NOTED, THE ATTACHED LIST IS APPROVED BY THE BOARD OF ALDERMAN FOR PAYMENT. APPROVED THIS
26th DAY OF MARCH 2020 _____, MAYOR

CLAIMS REPORT
Check Range: 3/18/2020- 3/26/2020

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
ST CHARLES ENGINEERING	CITY STREETS		11,282.50	16124	3/26/20
	Accounts Payable Total		<u>11,282.50</u>		



A RESOLUTION DECLARATION OF STATE OF EMERGENCY AND EXECUTIVE ORDER RELATING THERETO

WHEREAS, in December 2019, a Novel Coronavirus, now designated as COVID-19, was detected in Wuhan, China; and

WHEREAS, symptoms of COVID-19 include fever, cough, and shortness of breath, and can range from mild to severe illness; and

WHEREAS, on January 30, 2020, the World Health Organization (WHO) Director General declared the outbreak of COVID-19, as a Public Health Emergency of International Concern, advising countries to prepare for the containment, detection, isolation, and case management, contact tracing and prevention of onward spread of the disease; and

WHEREAS, on March 11, 2020, the WHO declared COVID-19 a global pandemic; and

WHEREAS, in a response to concerns with the Novel Coronavirus disease (COVID-19) outbreak on all levels of government, President Donald Trump declared a national emergency on March 13, 2020, as well as Missouri Governor Mike Parson signed Executive Order 20-02 and St. Charles County issued an Executive Order that declared a state of emergency; and

WHEREAS, the City of Weldon Spring wants to take measures to reduce the possibility of exposure to disease, control the risk, and promote the health and safety of Weldon Spring residents; and

WHEREAS In concert with similar declarations by the President, Governor, and County Executive, I am hereby proclaiming a State of Emergency and implementing the emergency operations plans for the City of Weldon Spring.

NOW, THEREFORE, the Mayor of the City of Weldon Spring has determined that it is in the best interest of the City to issue regulations to prevent the spread of the Coronavirus (COVID-19). These regulations will be effective immediately and remain in place until rescinded by my office or revoked or modified by the Board of Aldermen.

1. The City Administrator is hereby designated as the Emergency Manager for the City of Weldon Spring during this period of crisis; the Community Relation Coordinator is hereby designated as the Public Information Officer and should be the main point of contact for the City of Weldon Spring for any information regarding this health crisis.
2. The City of Weldon Spring will take all necessary steps and actions to protect the health and general welfare of its employees, officials, residents and businesses during the COVID-19 health crisis.

This Executive Order was issued on this 16th day of March 2020.

Donald D. Licklider, Mayor

Attest:

William C. Hanks, City Clerk

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE ESTABLISHING SECTION 100.395 OF THE
PERSONNEL MANUAL DEALING WITH PANDEMIC PAID SICK LEAVE

WHEREAS, the World Health Organization declared COVID-19 a global pandemic on March 11, 2020; and

WHEREAS, such a pandemic could affect a significant number of city employees and their families; and

WHEREAS, the current Personnel Manual does not allow flexibility for those affected by the pandemic; and

WHEREAS, the Board of Aldermen wishes to establish a Pandemic Sick Leave program allowing eligible full-time employees up to ten (10) Pandemic Sick Leave days to be used for pandemic related absences in the event that all other forms of paid leave are exhausted.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WELDON SPRING, MISSOURI, AS FOLLOWS:

Section One

SECTION 1: Section 100.395 of the Personnel Manual is hereby amended as follows:

Section 100.395: Pandemic Paid Sick Leave

Under pandemic circumstances and in the interest of the welfare of employees and the general public, paid sick leave may be authorized for full-time eligible employees. During a declared pandemic, the following sick leave policy will be used for all pandemic related absences.

1. All regular, full-time employees will be provided up to ten (10) Pandemic Sick Leave (PSL) days, in addition to any days already earned as regular sick time.
2. To be eligible for Pandemic Sick Leave (PSL), an employee must have completed at least one (1) month of continuous employment prior to the request for the PSL leave and must have exhausted all other eligible leave prior to the receipt of PSL.
3. An employee becomes eligible for PSL when one of the following occurs:
 - a. the employee is medically diagnosed as having pandemic illness,
 - b. the employee's spouse, child(ren) or other member of the employee's household is diagnosed as having pandemic illness,
 - c. the city receives notification that the employee's community of residence is under quarantine as a result of a pandemic illness epidemic; and as a result, the employee is unable to come to work,

- d. the city receives notification that the employee's spouse's workplace or child(ren)'s school is subject to an order of quarantine or is otherwise closed as a result of a pandemic illness epidemic, and as a result, the employee is unable to come to work.
4. Pandemic sick leave days will be treated the same as a non-PSL sick day for purposes of pay and leave accrual.
5. **Return to work after illness.** Before returning to work, an employee must provide a release from the treating physician stating that the employee is not contagious and is otherwise medically able to safely return to work. If the employee fails to provide such a statement upon return, the employee's immediate supervisor must (1) notify the employee that he/she will not be allowed to work without the return-to-work authorization and (2) inform the employee that he/she must leave the worksite immediately.

SECTION 2: The vote on the aforesaid being deemed an emergency by the Board of Aldermen, the Board does hereby waive and dispense with the tabling procedure set forth in City Code, Section 110.070 (B) and does hereby authorize the reading of the above bill twice at this meeting, and a vote thereon immediately following said second reading.

SECTION 3: That this ordinance shall be in full force and effect from and after its enactment and approval.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WELDON SPRING, MISSOURI, AS FOLLOWS:

READ TWO TIMES AND PASSED BY THE BOARD OF ALDERMEN OF THE CITY OF WELDON SPRING, MISSOURI, THIS ____ DAY OF _____, 201__.

Donald D. Licklider, Mayor

Attest:

William C. Hanks, City Clerk