

**City of Northmoor Board of Aldermen**  
**December 2, 2021**  
**6:30 PM**  
**Meeting Minutes**

**CALL TO ORDER:** Mayor Wilson called the meeting to order.

**ROLL CALL:** In attendance - Rick Medill, Bennie Pate, Joe Harris, John Butner, Cari Murdock  
Absent – Isabel Stevens

**WELCOME:** Mayor Wilson led the attendees in the Pledge of Allegiance and Prayer.

**ANNOUNCEMENTS:**

1. Mayor Wilson brought it to the attention of the Board of Alderman that there had been quite a few disconnects. The pit at Harlan Shaver’s didn’t have a liner and had to be replaced.

**CITY NEWS/COMMENTS:**

1. On December 22, 2021, the State will perform a water audit. They want to view the last 5-12 years of water tests.
2. Stanley is retiring end of December 2021, and Mayor Wilson would like to offer Michelle Hogan the Water Operator position. She is licensed. Mayor Wilson spoke to Michelle Hogan and she is interested in being present during the water audit.
3. 2022 NW 49<sup>th</sup> Terrace – Alderman Harris and Deputy Chief Schuttenburg shared that there is a male living at the home, which has no city water connected. The home is owned by Patricia Moore who is deceased. The water bill has an outstanding balance of \$700 some dollars. Chief Lorensen said we can condemn the home if there isn’t any water.
4. Fagan Property – As of January 2022, the property becomes the City of Northmoor. Our City Attorney informed Mayor Wilson that he had been in touch with Stewart Title.
5. 4910 NW Northmoor (Ave. or Street) – The resident is upset because he has 3 mailing addresses. He asked the city to do something about it, however the Board of Alderman agreed that the resident needs to contact the county and the Postal Service for help with the matter.
6. 1841 NW 49<sup>th</sup> Terrace (Wei-Lin Shao) – Mayor Wilson has talked to 3 people, in regard to brush removal. No bids have been received. The man has warrants but won’t answer door. Weeds are at least 6 feet tall.

**ACTION ITEMS:**

1. Approval of the November 4, 2021, Board of Alderman Meeting Minutes as presented.  
1<sup>st</sup>. Alderman Harris                      2<sup>nd</sup>. Alderman Butner                      5 Ayes 0 Nays
2. Approval of the November 4, 2021, Treasurers Report as presented.  
1<sup>st</sup>. Alderman Harris                      2<sup>nd</sup>. Alderman Butner                      5 Ayes 0 Nays

Closed Session: NOTICE IS HEREBY GIVEN THAT, SUBJECT TO A MOTION DULY MADE AND ADOPTED. THE BOARD OF ALDERMEN may also hold a closed meeting for the purpose of dealing with matters relating to one of more of the following: \*Legal actions, Cause of Action, Litigation or privileged communications between the City’s Representatives and it’s attorneys: 610.021(1) \*Lease, Purchase or Sale of Real Estate 610.021(2) \*Hiring, Firing, Disciplining or Promoting Employees: 610.021(3) \*Personnel records: 610.021(13) \*Proprietary Technology Materials: 610.021 (15) \*Audits 610.021(21) Preparing for Negotiations with Employee Groups 610.021(9)

3. Review and Motion to approve Ordinance 2021-015 Section 705.100.

First Reading	1 <sup>st</sup> . Alderman Murdock	2 <sup>nd</sup> . Alderman Butner	5 Ayes	0 Nays
Second Reading	1 <sup>st</sup> Alderman Pate	2 <sup>nd</sup> . Alderman Harris	5 Ayes	0 Nays

4. Review and Motion to approve Ordinance 2021-071 Chapter 720 banning use of lead materials in the public water drinking system.

First Reading	1 <sup>st</sup> . Alderman Murdock	2 <sup>nd</sup> . Alderman Pate	5 Ayes	0 Nays
Second Reading	1 <sup>st</sup> Alderman Harris	2 <sup>nd</sup> . Alderman Butner	5 Ayes	0 Nays

5. Review and Motion to approve Ordinance 2021-016 (Amendment) Section 125.320.

1 <sup>st</sup> . Alderman Murdock	2 <sup>nd</sup> . Alderman Butner	5 Ayes	0 Nays
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6. Review of Invoice from our Attorney's for the period of October 16<sup>th</sup> through November 15<sup>th</sup>

**POLICE REPORT:**

1. Docket Review – Chief Lorenson quickly reviewed the Docket and Stats.

2. Chief Lorenson shared the news about Officer Schuttenberg received acknowledgement for his service in Platte County during November.

3. The Officers have completed the certification at the gun range.

4. Chief Lorenson presented the Rifle that was purchased and offered the Alderman to view it. Alderman Murdock was surprised at the weight of the Rifle.

5. Review and Motion to approve a raise for Deputy Chief Schuttenberg.

Mayor Wilson shared the review for Deputy Chief Schuttenberg with the Board of Alderman. The review was completed and Chief Lorenson. Chief Lorenson and Deputy Chief Schuttenberg indicated that his last raise was done in 2018. Mayor Wilson mentioned that she doesn't believe that to be true.

Chief Lorenson presented to the Board of Alderman his recommendation to give a 2.5% pay increase to Officer Schuttenberg. During a previous meeting it was approved that each employee would receive up to a 2.5% increase in pay, when their Yearly Review was completed. During discussion Alderman Medill made the motion for 6% increase, which would have been a total of \$17.65 per hour. After additional discussion the motion to increase the rate to \$18.00 an hour was made by Alderman Murdock.

1 <sup>st</sup> . Alderman Butner	2 <sup>nd</sup> . Alderman Pate	4 Ayes	0 Nays	1 Abstain
Alderman Harris - Abstained				

**CODES ENFORCEMENT:** Deputy Chief Schuttenberg

1. 2012 NW 49<sup>th</sup> Terrace - someone came in and gutted the home. Leroy is working with Julie to figure out who it was. Alderman Murdock will have Scott call if he sees anyone else over there. Alderman Harris suggested a Stop order Notice be placed on the home, and Chief Lorenson agreed. The person(s) was previously asked to attend the meeting to seek a permit and they told Julie they had a Northmoor Permit, but there is no record. Mayor Wilson shared her concern that it is a Scam. The new owners will be at the Jan. Meeting.

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2. Annie Duff – has started to clean the area up. The city attorneys sent a letter to Annie Duff requesting that a structural engineer view the situation. We have received a letter from an engineer stating he will be finished with his inspection in 4-6 weeks.

**NEW BUSINESS:**

1. Review and Motion to approve fire hydrant bids for installation. One fire hydrant is an emergency install located at Silver Eagle. After a brief explanation from Mayor and discussion with Other Alderman, it was agreed upon. Mayor Wilson asked Joe to contact with the person whom previously installed fire hydrants for the city. Covid funds can be used. Priority is in this order, Silver Eagle, Charlie Frazier, Jennifer on Waukomis.

1<sup>st</sup>. Alderman Medill                      2<sup>nd</sup>. Alderman Murdock                      5 Ayes 0 Nays

2. Discussion and approval to purchase replacement rings that are currently damaged and will not make it through winter of 2021. This would be for Water Department. Mayor Wilson shared that we also currently need 2 manhole covers and they are difficult to locate right now.

1<sup>st</sup>. Alderman Harris                      2<sup>nd</sup>. Alderman Medill                      5 Ayes 0 Nays

3. Review and Motion to approve Safety Equipment for the Police Garage i.e. concave mirrors and no parking signs. All cars are to be “backed” into the garage only. There was a brief discussion between Chief Lorensen and the Board of Alderman about this need. Mayor Wilson wants the mirrors installed at the location they will be most helpful, and they feel that on back of City Hall would allow them visibility.

1<sup>st</sup>. Alderman Murdock                      2<sup>nd</sup>. Alderman Pate                      5 Ayes 0 Nays

4. Review and Motion to approve re-roofing of the Picnic pavilion. Alderman Medill questioned the fact that they didn’t receive 3 bids. After a brief discussion, Mayor asked Alderman Medill to collect 2 additional bids and in the end Alderman Murdock said she would handle getting 2 additional bids. Mayor Wilson placed the subject on hold until all bids have been received.

5. Review and Motion to approve the purchase of new tires (if needed) for the Patrol. Chief Lorensen shared with the Board of Alderman that the tires on the Tahoe should be okay and last through this winter. Tires for the Crown Vic were purchased two years ago, and we could possibly use two more tires. It was agreed that this would be determined to play it by ear.

6. Discussion and Motion to approve the purchase of hams or turkeys for the City Employees for Christmas. It was the consensus of the Board of Alderman that this won’t be done this year.

**OLD BUSINESS: N/A**

**Motion to move to Closed Session**

1<sup>st</sup>. Alderman Murdock                      2<sup>nd</sup>. Alderman Medill                      5 Ayes 0 Nays

**Motion to adjourn from Closed Sessions:**

1<sup>st</sup>. Alderman Murdock                      2<sup>nd</sup>. Alderman Medill                      5 Ayes 0 Nays

**MOTION TO ADJOURN:**

1<sup>st</sup>. Alderman Murdock                      2<sup>nd</sup>. Alderman Medill                      5 Ayes 0 Nays

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Minutes prepared by Kim Jones, Assistant City Clerk

**APPROVED:**

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Mayor, Lynda Wilson

**ATTEST:**

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City Clerk, Julie Rowden

**ADJOURN**

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