

Aurora City Council Meeting Minutes

Aurora City Hall

City Council Chambers

2 W. Pleasant

Aurora, Missouri

Saturday, January 28, 2023 - 8am - 1 pm

1/28/2023 - Minutes

1. CALL TO ORDER

Mayor Lewis called the meeting to order at 8:01 a.m.

2. ROLL CALL

Mayor Lewis - Present

Chairman Pro Tem Kennedy - Present

Councilwoman Oplinger - Present

Councilwoman Pettit - Present

Council Seat - Vacant

3. NEW BUSINESS

3.1. CITY COUNCIL AND CITY DEPARTMENT HEAD RETREAT

City Council and City Staff met to discuss several items. The goal was to get guidance and direction from City Council to City Staff and to keep everyone in the loop of everything that is going on. The following items were discussed:

CIP Projects: City Manager, Jon Holmes discussed the Capital Improvement Projects that are on the agenda for the year 2023. Review is attached.

Amendment 3 Local Tax Vote: City Manager, Jon Holmes discussed this local 3% tax on Amendment 3 with City Council and City Staff. It was determined to put this on the November Ballot for the citizens to vote on.

Pleasant St. House: Community Development Director, Carrie Howlett asked City Council for guidance and direction to take regarding this house. City Council suggested we move forward with an RFP process to rehab this house.

Vacation/Sick Leave vs PTO: City Council and City Staff discussed the pros and cons of switching from Vacation/Sick Leave to PTO. This will be discussed in further detail at a later date.

Overtime Calculations: City Manager, Jon Holmes discussed the calculation of overtime hours. As of now, Vacation time is included in the calculation of overtime pay. Most other places calculate overtime after 40 hours of actual worked time in the calculation of overtime. Will check surrounding cities and come back to this discussion.

Holidays: City Council suggested we add another two holidays to our holiday schedule. Martin Luther King Jr. and Juneteenth.

Community Development Office Needs: *Community Development Director, Carrie Howlett discussed with City Council that her office needs to be expanded and have some privacy. City Council directed Carrie to get some quotes for a remodel of the upstairs and downstairs to see which will better accommodate her department.*

Equipment/Replacement Needs - Fire Department: *Fire Chief Hurd discussed with City Council about purchasing an ERV (Emergency Response Vehicle), which is much cheaper to purchase and run. It will also save wear and tear on the bigger fire engines. City Council suggested he move forward and bring to Council meeting for approval.*

Market Analysis: *Community Development Director, Carrie Howlett discussed the Market Analysis study with City Council and City Staff. This study would help determine what is needed in the City of Aurora and then they would go and solicit to those specified businesses to come into our town. Missouri State University can do a downtown or whole city for free. City Council suggested Missouri State University and go from there.*

Community Partner Funding: *City Council said to continue the program, just revamp the program.*

Communication Events: *City Manager, Jon Holmes discussed with City Council and City Staff that the meetings that were held last year with City Council and the Aurora School District were very good. Would like to continue and maybe invite other entities and community members for specified ideas and/or concerns. May do quarterly luncheons. City Council is also on board with the idea.*

Future Items to be discussed:

1. Parking Lot
2. Chip Seal - Fog Seal
3. Insurance Progress
4. City Hall Security - Badge Entrance, Panic Bars, Lock from Inside
5. Sidewalks
6. AED's in all City Buildings
7. New Dog Pound
8. Pool Management Structure

4. ADJOURNMENT

Mayor Lewis adjourned the meeting at 1:04 p.m.

APPROVED

Jason Lewis, Mayor

ATTEST:

Kamy Kulow, City Clerk

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Capital Improvement Projects Review

GENERAL FUND PROJECTS

- 1. CEMETERY PAVING** – Last year was the third year of this project and we will continue to complete this in phases. The attached map shows what has been completed and what we will be doing next. We have budgeted funding in FY2023 and project that all paving will be complete at the end of 2025. We believe that chip sealing some of the older roads in 2026 so that we can make those roads lasty as long as possible. We recommend chip sealing all the roads after the 2025 paving. We believe that this will ensure all the roads to last for 25+ years or more.
- 2. CEMETERY COLUMBARIUM**
Staff are in the process of planning for the prepping of the area where the Columbarium will be placed. We are discussing having geotechnical work in the area where Brad is recommending the placement of the Columbarium to ensure that it is suitable for such large, heavy structures. We plan to have the areas prepared this year and budget for columbarium installation next year.
- 3. CITY LIMIT SIGNS** – The welcome signs that are to be placed at the East and West sides of Aurora along Highway 60 are in pending at this time. We are discussing a few placement items with Liberty to work out final placement. We are working to have those installed by mid to late summer.
- 4. COMMUNITY BUILDING ROOF** – This project is currently out to bid and bid opening is scheduled for February 16th. This will be coming to Council to approve the bid and award the bid.
- 5. CITY HALL STAIRS AND ACCESSIBILITY ENTRANCE** – Staff are discussing with Allgeier Martin to discuss recommendations regarding who would be able to assist us with this project. The most challenging aspect of the project is the repair and rehabilitation of the stairs and bases of the stairs. These

structures are a mixture of concrete, stucco and stone.

WASTEWATER PROJECTS

1. **WASTEWATER INFLOW AND INFILTRATION WORK** – We are working on getting caught up from where we have been behind as a result of the 2020 Covid Pandemic. We are currently beginning initial work on slated 2022 project areas. We have directed our engineers, Allgeier, Martin & Assoc. (AMA), to go ahead to not delay and to begin work immediately on slated 2023 areas as soon as we have 2022 projects awarded so that we can get caught back up.

In considering the cash reserves in this fund, we are well positioned to move forward with work to get us back on schedule with I&I work. We may want to look at rates since there has been no rate increase since 2019 and there has been quite a bit of inflation since then. Our dollars are not going as far, and incremental rate increases are more tolerable than large ones despite being spaced out over a long span of time.

2. **PEAK FLOW ROOM REHABILITATION** – This project was approved last year and has been delayed due to the availability of materials. We have been in contact with the contractor and it looks like they will be ready to begin in late February or March.
3. **WASTEWATER TREATMENT PLANT (WWTP) IMPROVEMENTS** – 85% or more of the design work is completed on the needed upgrades to the WWTP. Final Design has to be worked through and approved with the Mo Dept. of Natural Resources (MoDNR). AMA expects to have the final plans to MoDNR for final review by the end of February. The expected cost for this project is \$4M; of that amount, \$2M has been committed from MoDNR per a grant and the remaining amount will be funded through the State Revolving Fund Program (SRF). This program is what was used to finance the upgrades that occurred on the existing plant 20 years ago; we will be closing out that loan and making the final payment on that loan this year. Jessica and I are working with MoDNR and our financial advisors, McLiney and Company, to complete all the DNR requirements for use of this financing tool. The bids, the contracts and accompanying ordinances should be coming before the Council for approval by mid-year.

The use of the SRF financing tool allows us to see significant saving on financing costs to complete this needed project. Depending on the growth of the City, it is expected that these upgrades will ensure that the WWTP remains viable and meets capacity requirements for the next 20 years. After that, the City should plan on an expansion of the plant, or the possible construction of a new WWTP plant.

4. **VAC TRUCK** – The replacement Vac Truck was approved by Council and placed into the 2023 Budget. This is replacing a truck this is 25+ years old. Lance is currently reviewing cooperative purchase programs that we are members of in order to find the lowest and best purchase price.
5. **WWTP BRIDGE** – After the flooding that occurred in June of 2021, we discovered the importance of ensuring access to the WWTP. We also had another flooding event that occurred in October of the same year, where staff were once again unable to access the WWTP because of the culvert crossing was flooded. AMA has been working on designing replacement of that culvert bridge and that design work will be wrapping up soon. We expect to have the project out to bid in the early spring with an anticipated construction date of early to mid-summer. Funding for this project will be coming from cash reserves for this project.

TRAIL PROJECTS

1. **CROSBY PARK TO WHITE PARK RECREATIONAL TRAIL – PHASE I – CROSBY PARK TO ROBINSON SCHOOL** - We have received a grant of \$448K for this project with the City providing approximately \$350K as the Cost-Share Match. We have received the agreement from Missouri Dept. of Transportation (MoDOT) and has been signed (Ord. 2023-3274, passed 1/10/23). We have begun working on getting the items completed as stipulated by the contract and will be moving forward; we hope to have this out for bid by mid-summer. We have 23 months to complete this project.
2. **CROSBY PARK TO WHITE PARK RECREATIONAL TRAIL – PHASE II – ROBINSON SCHOOL TO WHITE PARK** – We are finishing up the grant application to the Missouri Dept. of Conservation (MoDOC) which is due February 23rd. We are requesting \$250K for the design and construction of a recreational trail that will complete the trail from Crosby Park to White Park. The match for the

grant will come from ARPA funding that will be utilized to replace two bridges that are in extremely poor condition and are needing to be replaced. These bridges are on the stormwater route that the proposed trail follows and replacing them is necessary, but a great opportunity since they will be utilized as part of the trail with sidewalks as a part of the replacement.

This project will be pending the grant application.

3. **BALDWIN PARK TRAIL** – We are currently exploring the possibility of using excess materials available at the street dept. for the development of a primitive trail out at Baldwin Park. The Street Dept. currently has an abundance of Class 5 road base that was purchased in the past and the Street Dept. has determined that there is little need for it currently, and it is likely that there will be need for it in the future since the Street Dept. does not engage in complete street reconstruction like they did 10 or 15 years ago. Based on that, and discussions with Mike Atkinson, this material would be an excellent base material for a primitive trail out at Baldwin Park.

The only additional material that we would need to purchase is 3/8 Minus which is a finer chip material to use as a top coat for the trail. Mike serves on the Joplin Trails coalition and advises that group on engineering matters pro bono; he informed me that the Trails Coalition has constructed trails around Joplin using this formula and that it would be an excellent trail for Baldwin park, last many years with minimum maintenance and can be easily paved over at some future date. The Park Board has expressed interest in getting this approved by the Council.