

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:06 p.m. at City Hall, 8880 Clark Avenue, Parkville, Missouri on September 3, 2024, and was called to order by Mayor Dean Katerndahl. City Clerk Melissa McChesney called the roll as follows:

Present:

Ward 1 Alderman Tina Welch
Ward 1 Alderman Philip Wassmer
Ward 2 Alderman Brian T. Whitley
Ward 3 Alderman Douglas Wylie
Ward 3 Alderman Stephen Melton
Ward 4 Alderman Michael Lee
Ward 4 Alderman Allyson R. Berberich

Absent:

Ward 2 Alderman Bob Bennett

A quorum of the Board of Aldermen was present.

The following staff was also present:

Alexa Barton, City Administrator
Bryan Kidney, Deputy City Administrator/Finance Director
Jeffery Rhodes, Assistant City Administrator
Kevin Chrisman, Police Chief
Dan Harper, Public Works Director
Stephen Lachky, Community Development Director
Brittanie Propes, Parks & Recreation Director
John Mautino, City Attorney

Mayor Katerndahl led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

A. Terry Ensor regarding weed management on Hamilton Street

Terry Ensor, 8114 NW Hamilton Street, shared his concerns about weed management on Hamilton Street and in the parks.

B. Leon Versfeld regarding new downtown businesses

Leon Versfeld, property owner of 12 E. First Street, provided an update about his new businesses located downtown.

3. CONSENT AGENDA

A. Approve the minutes for the August 20, 2024, regular meeting

- B. Approve the minutes for the August 20, 2024, work session
- C. Approve a use agreement with Main Street Parkville Association for a holiday lights display in English Landing Park

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WELCH TO **CONSIDER ITEM 3C AS A SEPARATE ITEM FROM THE CONSENT AGENDA FOR FURTHER DISCUSSION.**

RESULT: MOTION PASSED 7-0.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WELCH TO **APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTIONS, AS AMENDED.**

RESULT: MOTION PASSED 7-0.

4. ACTION AGENDA

- C. **Approve a use agreement with Main Street Parkville Association for a holiday lights display in English Landing Park**

City Administrator Alexa Barton stated that the Main Street Parkville Association requested changes to the clause regarding termination to provide more details about when termination was needed.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WELCH TO **APPROVE THE USE AGREEMENT WITH MAIN STREET PARKVILLE ASSOCIATION FOR A HOLIDAY LIGHTS DISPLAY IN ENGLISH LANDING PARK.**

RESULT: MOTION PASSED 7-0.

- A. **Approve the first and second readings of Bill No. 3297, an ordinance amending Parkville Municipal Code sections 107.130 and 107.140 relating to disclosure reports and reaffirming the procedure for disclosing potential conflicts of interest and substantial interests pursuant**

City Attorney John Mautino said that the proposed ordinance met the requirement for cities to adopt a process for the disclosure of conflicts of interest and financial disclosures that had to be adopted every two years. Minor clean-up changes included updating an incorrect cross-reference to a section of the Municipal Code and substituting the titles for city officials required to file financial disclosures to match the City's positions.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WELCH TO **APPROVE BILL NO. 3297, AN ORDINANCE AMENDING SECTIONS 107.130 AND 107.140 OF THE CODE OF ORDINANCES RELATING TO DISCLOSURE REPORTS AND REAFFIRMING THE CITY'S PROCEDURES FOR**

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS UNDER CHAPTER 107 OF THE CODE OF ORDINANCES, ON FIRST READING.

RESULT: MOTION PASSED 7-0.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WELCH TO APPROVE BILL NO. 3297, AN ORDINANCE AMENDING SECTIONS 107.130 AND 107.140 OF THE CODE OF ORDINANCES RELATING TO DISCLOSURE REPORTS AND REAFFIRMING THE CITY'S PROCEDURES FOR DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS UNDER CHAPTER 107 OF THE CODE OF ORDINANCES, ON SECOND READING TO BECOME ORDINANCE NO. 3230.

RESULT: MOTION PASSED 7-0.

AYES: TINA WELCH, PHILIP WASSMER, BRIAN T. WHITLEY, DOUGLAS WYLIE, STEPHEN MELTON, MICHAEL LEE, ALLYSON R. BERBERICH

NOES: NONE

ABSTAIN: NONE

B. Approve the first and second readings of amended Bill No. 3298, an ordinance to accept the street and storm sewer public improvements and associated maintenance bond for the Woods at Creekside 4th Plat

Public Works Director Dan Harper stated that the Woods at Creekside Fourth Plat was located at the northwest corner of I-435 and Highway 45 and included 28 residential lots. Construction was originally approved in October 2023 and City staff inspected its progress, including compaction of the ground, new roadways, curb replacement, concrete testing by a third party and storm sewers. The Platte County Regional Sewer District was responsible for inspecting the sanitary sewers. Harper said that the development met all the requirements and staff was still working with the contractor to obtain the maintenance bonds.

Discussion focused on streetlights and Harper stated that Evergy had submitted plans for his review.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WELCH TO APPROVE AMENDED BILL NO. 3298, AN ORDINANCE ACCEPTING PUBLIC STREET AND STORM SEWER IMPROVEMENTS AND ASSOCIATED MAINTENANCE BONDS FOR THE WOODS AT CREEKSIDE 4TH PLAT, ON FIRST

READING.

RESULT: MOTION PASSED 7-0.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WELCH TO APPROVE AMENDED BILL NO. 3298, AN ORDINANCE **ACCEPTING PUBLIC STREET AND STORM SEWER IMPROVEMENTS AND ASSOCIATED MAINTENANCE BONDS FOR THE WOODS AT CREEKSIDE 4TH PLAT**, ON SECOND READING TO BECOME ORDINANCE NO. 3231.

RESULT: MOTION PASSED 7-0.

AYES: TINA WELCH, PHILIP WASSMER, BRIAN T. WHITLEY, DOUGLAS WYLIE, STEPHEN MELTON, MICHAEL LEE, ALLYSON R. BERBERICH

NOES: NONE

ABSTAIN: NONE

5. STAFF UPDATES ON ACTIVITIES

A. Administration

1. Accounts Payable

Per RSMo. 79.300, the accounts payable report outlining payments processing for payroll, contractual, commodities, equipment and all obligations of the City was included in the agenda packet.

City Administrator Alexa Barton said that the City received a letter asking for a donation for the Northland Workforce Development Center, and she sought consensus from the Board to give \$2,500.

Barton said that grant funding was approved by the Platte County Commissioners on September 3 in the amount of \$500,000 for design and engineering of the Route 9 improvement project downtown. She added an agreement would be presented to the Board of Aldermen for approval on September 17.

2. Sewer Utility Billing Update

Assistant City Administrator Jeffery Rhodes provided an overview of a letter that would be mailed to sewer utility customers that outlined the change of sewer billing to the Platte County Regional Sewer District (PCRSB) effective October 1; attached as Exhibit A. He said the letter would accompany the September bills and would be sent to over 1,800 customers of the Parkville sewer system. Rhodes added that the process would not change for residents that were not on the City's sewer system.

Discussion focused on customer's accounts that had set up Automated Clearing House (ACH) payments and if their information would be automatically transferred or if the customer would have to submit a new form to PCRSD. Rhodes responded that he was waiting for confirmation from the bank and the information would be included in the letter.

B. **Police Department**

C. **Community Development**

Community Development Director Stephen Lachky provided a status update on the wayside horn grants. He said that four grants were submitted, three federal and one through the Mid-America Regional Council (MARC). Two of the three federal grant applications were under review and the third would close on September 23. He anticipated he would hear about the applications in the fall or winter. The MARC grant would be reviewed by their Total Transportation Policy Committee in December and would be announced in January 2025.

D. **Public Works**

Public Works Director Dan Harper provided updates on the Capital Improvement Program projects, noting that the asphalt and curb projects were completed; the sewer supervisory control and data acquisition (SCADA) system replacement was underway; the McAfee Pump Station rehabilitation project was underway, with work anticipated to be completed in September; Google was working on activating the Riss Lake subdivision, had started moving toward Bell Road and the area north of Highway 45 should be activated soon; and Spire was working on Route 9 outside of the city limits, but would soon move into Parkville and north on Coffey Road.

1. **Household Hazardous Waste Collection Event in Platte Landing Park - September 7**

Harper said the City partnered with Riverside and the Mid-America Regional Council to house a household hazardous waste collection event in Platte Landing Park on September 7.

E. **Parks & Recreation**

1. **Special Event List**

Parks and Recreation Director Brittanie Propes provided updates for park events, noting that Music in Pocket Park and Cruise Night would be held on September 7; and the Kansas City Symphony in the Park would be held on September 8, in conjunction with the launch of a new Mobile Music Box application. BBN Architects was preparing the changes recommended at the August 20 work session and construction documents were anticipated to be ready by the end of the week; the final

walk-through of the Brush Creek Trail near the new elementary school would be done on September 6; ETC Institute was testing additional survey questions and the survey should be ready to release in September; parks staff would be attending arborist training; a volunteer planning meeting for Ghost Stories would be held on September 11 to discuss Ghost Stories on October 26 and Pumpkin Carving on October 24; the Veterans Committee scheduled a meeting on September 10 to discuss benches, signage and landscaping for the Veterans Memorial and to plan a ribbon cutting event on Veterans Day; the Community Land and Recreation Board would review the stream stabilization project along White Alloe Creek on September 11; and she was coordinating a field trip of the wetlands in Platte Landing Park with an elementary school class.

6. MAYOR, BOARD OF ALDERMEN & COMMITTEE REPORTS & MISCELLANEOUS ITEMS

Alderman Welch reminded the Board that the Parkville Area Chamber and EDC were hosting a blood drive on September 4.

Alderman Lee thanked the Police Department for their work at Creekside.

Mayor Katerndahl thanked staff for their work with Platte County for grant funds for the Route 9 improvements downtown.

7. UPCOMING MEETINGS

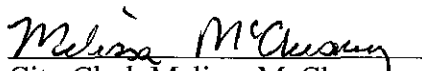
8. EXECUTIVE SESSION

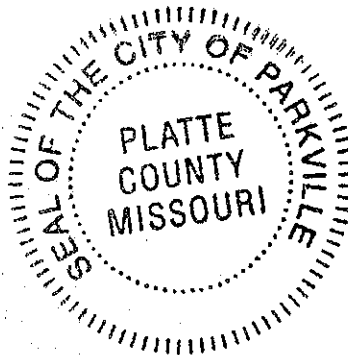
9. ADJOURN

Mayor Katerndahl declared the meeting adjourned at 8:16 p.m.

The minutes for September 3, 2024, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the seventeenth day of September 2024.

Submitted by:


City Clerk Melissa McChesney





CITY OF PARKVILLE * 8880 Clark Avenue * Parkville, MO 64152 * (816) 741-7676 * (816) 741-0013

September 4, 2024

Dear Parkville Sewer Utility Customer,

RE: EFFECTIVE OCTOBER 1, PARKVILLE SEWER UTILITY CUSTOMERS WILL RECEIVE THEIR BILLS FROM PLATTE COUNTY REGIONAL SEWER DISTRICT (PCRS D)

Next month there will be a new name at the top of your sewer utility postcard / email. The City of Parkville has partnered with the PCRS D to serve as our sewer utility billing contractor for our 1,800+ customers. When you receive your October bill, you will see their branding on your postcard (highlighted below). Your payment will be sent to their office (address below) and you will be able to pay online through their portal – www.pcrsd.com.

The main reason for this shift is a move toward efficiency, convenience, and better customer service. PCRS D is a dedicated sewer utility and has been serving the Platte County / Parkville area since 1992. They currently serve more than 6,000 customers, and operate as the City of Parkville's sewer maintenance provider. The most immediate change you will see under PCRS D is the option to set up automatic payments using your credit card – as well as through your bank via ACH (Automated Clearing House). One perk of the various PCRS D payment options, is that if you choose ACH through your bank, you will receive a \$2.50 credit on your sewer statement each month. This does not apply to credit card payments, due to the fees that credit card companies charge for these transactions. PCRS D also offers an automated, pay-by-phone service. As always, you'll be able to send payments, via check, through the mail.

The City of Parkville still owns the physical infrastructure that makes up our sewer system, and the Board of Aldermen will still make decisions about the funding for our system. PCRS D is now partnered with the City to help us maintain our system and administer our utility billing process. Over the next few months, we will continue to work with you all and our new billing partner as we navigate this transition. There are many moving parts, but we have a great team, an excellent process in place, and the drive to make this process as smooth as possible for all of you.





CITY OF PARKVILLE * 8880 Clark Avenue * Parkville, MO 64152 * (816) 741-7676 * (816) 741-0013

Here is the updated contact information you need to know starting on October 1, 2024:

For customer service, please call: 816-858-2052; email: office@pcrsd.com

Pay your bill online @ www.pcrsd.com

Toll free pay by phone: 855-753-7388

Local pay by phone: 816-858-2052, option 1

Make checks out to: Platte County Regional Sewer District (PCRS D)

Mail Payments to:

PO BOX 14125

Parkville, MO 64152-0625

Understanding Your Sewer Bill



Effective October 1, customers of the Parkville sewer system will begin receiving their sewer bills from the Platte County Regional Sewer District. The City has partnered with the District to serve as the sewer utility billing contractor for the 1,800+ customers. When you receive your October bill, you will see their branding on your postcard like the one below.

Present Reading
Meter reading from present month

Previous Reading
Meter reading for previous month

Usage
Base charge (\$33.24)
User Fee (\$5/1,000 gal)
Based on winter average

Amount
Charge for each code applied to bill

Code

Account Status
Status of sewer account

Account Number
Customer account number

Amount Due
Total if paid by due date

Due Date
Bills due around 21st each month

Late Amount (10% penalty)
Total if paid after due date

Service From
Billing cycle start date

Service To
Billing cycle end date

Service Address
Physical address with service

Account Holder
Account holder name and mailing address

Platte County Regional Sewer District
PO Box 14125 * Parkville, MO 64152
(816) 858-2052 * office@pcrsd.com
Pay your bill online at www.pcrsd.com

BILLING CODE ABBREVIATIONS
PB - Previous Balance
D1 - Debt 1 Assessment
D2 - Debt 2 Assessment
SD - Security Deposit Billed
MS - Miscellaneous

CODE	METER READING		USAGE	AMOUNT
	PREVIOUS	PRESENT		
SE SEWER	####	####	###	38.41
SD SEC DEPOSIT				50.00
SECURITY DEPOSIT		CURR PMT		50.00

RETURN THIS PORTION WITH PAYMENT

AMOUNT DUE	DUE DATE	LATE AMOUNT

CUSTOMER NAME
CUSTOMER ADDRESS
PARKVILLE MO 64152

FORWARDING SERVICES REQUESTED

ACCOUNT STATUS
ACCOUNT NUMBER
DUE DATE
SERVICE FROM
SERVICE TO
SERVICE ADDRESS

Billing code abbreviations explaining types of charges on bill

SF - Sanitary Sewer Charges: charge for sewer system

D1 - Debt 1 Assessment: Non-construction costs for neighborhood sewer project

D2 - Debt 2 Assessment: Construction costs for a neighborhood sewer project

SD - Security Deposit Billed: Refundable security deposit applied to new customer account (\$50)

PB - Previous Balance: Unpaid balance or overpayment brought forward and included in total amount due

MS - Miscellaneous: Miscellaneous charges not previously listed (i.e. shutoff fee or lien fee)

