



***City of Pleasant Valley Missouri  
Meeting of the Board of Aldermen  
November 20, 2023***

**Call to Order:** A regular session meeting of the Pleasant Valley Board of Aldermen was called to order at City Hall, 6500 Royal Street, Pleasant Valley, Missouri, by Mayor James Smith, on Monday, November 20, 2023, at 6:31 p.m. Copies of the agenda, minutes, and council bills to be considered were available in the lobby for public inspection prior to the meeting.

**Roll Call:**

**Present:** Mayor James Smith, Alderman Patrick Gallagher, Alderwoman Ruth Mesimer, Alderwoman Linda Jacoby, Alderman Rick Scarborough, Alderman James Page, Alderman Tom Moss, Alderwoman Mary Langner, and Alderwoman Serenity Ohlsen.

**Absent:** None

**Staff Present:**

**Staff Present:** City Clerk Matthew Chapman, Fire Chief Pete Knudsen, Police Chief Jared McGinley, Public Works Director Chris Cronk, Firefighter/EMT Jennifer Gallagher

**Public Present:** City Attorney Jerry Brant

**Consent Agenda:** Alderwoman Jacoby moved to approve the consent agenda. Alderman Page seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – aye, Motion passed 8 ayes, 0 nays.

**Public comments and guests:** None

**City Attorney and other professional services:** None

**Mayor's comments:** None

**Aldermen Comments:** Alderwoman Langner stated that the Mayor's Christmas Tree Lighting would be held on December 1<sup>st</sup> at 6:00pm with special activities after the lighting. Alderwoman Langner stated that she had received a resignation from one of the members of the Parks and Recreation Board and that now they had 2 vacancies on the Board.

Alderwoman Langner moved to accept the resignation of Gabby Viercks from the Parks and Recreation Board. Alderwoman Jacoby seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – aye, Motion passed 8 ayes, 0 nays.

**Advisory Committees / Department Reports:**

**City Clerk:** City Clerk, Matthew Chapman, provided a written administration report with the Board. Clerk Chapman stated that Pleasant Valley had a sewer certificate of deposit (CD) that would be maturing on November 29, 2023. Clerk Chapman had researched available rates and had found a renewal rate of 5.4% at Central Bank which was the same or better than any rate located at another bank. Clerk Chapman recommended that the sewer CD be renewed at Central Bank. Alderwoman Mesimer asked Public Works Director Chris Cronk whether there was any need for the funds in the Sewer Department via a project or equipment. Director Cronk said there was no immediate need and agreed with the decision to renew the CD.



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Alderwoman Jacoby moved to renew the Sewer CD at Central Bank for one year. Alderman Moss seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – aye, Motion passed 8 ayes, 0 nays.

Clerk Chapman stated that there was a need to schedule a Planning and Zoning Meeting to consider a renewal of the Conditional Use Permit for StreamCo. The Planning and Zoning Meeting has been scheduled for Tuesday, December 12<sup>th</sup> at 6 PM at City Hall. A Pleasant Valley Council Member is required to be on the committee, and one needs to be appointed. Alderman Scarborough recommended Alderman James Page. After some discussion, Alderman Page agreed to serve on the committee.

Alderman Scarborough moved to appoint Alderman James Page to serve on the Planning and Zoning Committee. Alderman Moss seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – aye, Motion passed 8 ayes, 0 nays.

Clerk Chapman stated the most significant change to the 2024 proposed budget was the addition of a records management system that would allow the city to move away from all the paper documents currently being printed and stored in boxes and binders. After some discussion by the Board of Aldermen, it was recommended to table the decision on the records management system to allow the city attorney to review the estimate received.

Alderman Scarborough moved to table the decision on the inclusion of the records management system in the 2024 budget and have the city attorney review. Alderman Moss seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – aye, Motion passed 8 ayes, 0 nays.

**Public Works Department:** Public Works Director Chris sent the easement documents to the city attorney for review and the city attorney identified no issues. So, the documents were sent back to the Pleasant Valley Oaks attorney.

**Fire Department:** Fire Chief Pete Knudsen reviewed the Fire Department Report. The Fire Department had 40 runs in October, 24 of which were EMS and 20 were transported to local hospitals. Pleasant Valley provided mutual aid 8 times and received mutual aid 4 times during the month. Chief Knudsen provided an update on the 2024 ARPA Grant stating that Pleasant Valley would be able to tie the purchase of the ambulance to the purchase of the radios and use the ambulance as our in-kind match saving the city approximately \$50,250. Chief Knudsen stated that the ambulance delivery has been pushed back to 2025 which will delay the receipt of the radios, but the city will not be responsible for the in-kind portion of the radio cost.

**Police Department:** Police Chief Jared McGinley reviewed the October Crime and Activity Report and stated that the annual Shop with a Cop event will be held on Tuesday, December 12th. The event will be headed up by Sergeant Heckman and they are looking for families in need to participate. Chief McGinley was originally told a new server would not be needed for body cameras. But he has



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now been told a new server will be required. Chief McGinley has received a quote for a new server of \$6,167.50 and new server would need to be tested before body cameras can be used.

Alderwoman Mesimer moved to approve the purchase of a new server to allow the Pleasant Valley Police Department to use body cameras. Alderman Moss seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – aye, Motion passed 8 ayes, 0 nays.

Chief McGinley explained that he interviewed a police officer applicant who currently works at the University of Missouri-Kansas City and is under contract with them for 3 years. Chief McGinley would like to hire him as he is a good candidate and also has experience dispatching. But it would require a buyout of his existing contract of approximately \$6,500. After some discussion about the significant understaffing in the Police Department and the fact that the candidate was already a graduate of the training academy, the Board of Aldermen was agreeable to buying out the contract and making an employment offer to the candidate as long as the candidate agreed to a 3-year commitment of employment with Pleasant Valley.

Alderman Moss moved to approve the buyout of the 3-year contract with UMKC and the employment offer for the candidate if the candidate agreed to a 3-year commitment of employment with the City of Pleasant Valley. Alderwoman Ohlsen seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – aye, Motion passed 8 ayes, 0 nays.

**Personnel Committee:** Alderwoman Jacoby, Personnel Committee Chair, moved to approve the annual step increase for Amos Kerbs, Captain/Medic from Pay Grade 130/Step 1 \$22.93 per hour to Pay Grade 130/Step 2 \$23.39 per hour, effective 11/20/23. Alderwoman Ohlsen seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – aye, Motion passed 8 ayes, 0 nays.

Alderwoman Jacoby, Personnel Committee Chair, moved to approve the annual step increase for Marc Wachter, Captain/EMT from Pay Grade 125/Step 2 \$21.86 per hour to Pay Grade 125/Step 3 \$22.30 per hour, effective 11/20/23. Alderwoman Ohlsen seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – aye, Motion passed 8 ayes, 0 nays.

Alderwoman Jacoby, Personnel Committee Chair, moved to approve the annual step increase for Liam Hedrick, FF/EMT from Pay Grade 100/Step 2 \$15.59 per hour to Pay Grade 125/Step 3 \$15.90 per hour, effective 11/20/23. Alderwoman Ohlsen seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – aye, Motion passed 8 ayes, 0 nays.

Alderwoman Jacoby, Personnel Committee Chair, moved to accept the resignation of Sheila Newland, Administrative Clerk, effective 11/21/23. Alderwoman Ohlsen seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – aye, Motion passed 8 ayes, 0 nays.



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Aldерwoman Jacoby, Personnel Committee Chair, moved to approve the hiring of Lisa Ruyf as Assistant Court Clerk at Pay Grade 110/Step 1 \$17.50 per hour, effective 11/20/23. Aldерwoman Ohlsen seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – aye, Motion passed 8 ayes, 0 nays.

**Finance Committee:** Aldерwoman Mesimer reviewed the proposed 2024 City of Pleasant Valley Budget document and stated that the police department is understaffed. Salaries will likely be under budget by approximately \$211,752 in 2023. The 2024 budget reflects a 5% Cost of Living Adjustment (COLA) for all staff. Aldерwoman Mesimer asked the Board of Aldermen to consider what amount would be appropriate for a COLA for all staff in the 2024 Budget. Aldерwoman Mesimer distributed 3 spreadsheets detailing departmental costs of a 5% increase for 2024, costs for an hourly increase for all Fire and EMS staff, and anticipated Police Department personnel costs for the remainder of 2023. Aldерwoman Mesimer asked the Board of Aldermen to consider a \$3 per hour raise for all part-time Fire and EMS staff, not including volunteers. Aldерwoman Ohlsen asked if it would be possible to see a comparison of other local fire departments staffed in a similar manner to Pleasant Valley. Chief Knudsen said he would get the information and provide it to the full Board of Aldermen. Chief Knudsen calculated the proposed \$3 per hour raise for Fire and EMS staff to cost the City of Pleasant Valley approximately \$52,000 in 2024. After some additional discussion, the Board of Aldermen asked to see an updated 2024 Budget showing the effects of the \$3 per hour raise for Fire and EMS staff and a potential 3% or 5% COLA increase for all other staff. Clerk Chapman will present this information at the next Board of Aldermen Meeting on December 4, 2023.

**Consideration of Ordinances and Resolutions:**

Mayor Smith directed Clerk Chapman to read **Council Bill 3530** “An Ordinance approving an agreement between the City of Pleasant Valley, Missouri and the Clay County Sheriff’s Office for a Special Tactics and Response (STAR) Team” was read by title only, by the City Clerk. Aldерwoman Mesimer moved to approve the bill on first reading and move the bill to second reading. Aldерwoman Jacoby seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – no, Page – aye, Moss – no, Langner – aye, and Ohlsen – aye, Motion passed 6 ayes, 2 nays.

Mayor Smith directed Clerk Chapman to read **Council Bill 3530** “An Ordinance approving an agreement between the City of Pleasant Valley, Missouri and the Clay County Sheriff’s Office for a Special Tactics and Response (STAR) Team” was read by title only, by the City Clerk. Aldерwoman Mesimer moved to approve the bill as **Ordinance 3529**. Alderman Page seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – no, Page – aye, Moss – no, Langner – aye, and Ohlsen – aye, Motion passed 6 ayes, 2 nays.

Aldermen Gallagher read a statement regarding Ordinance No. 3530 Amending Chapter 115 “Boards, Committees, and Commissions” of the City of Pleasant Valley City Code. Aldermen



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Gallagher stated that the ordinance was meant to improve transparency and to define the duties of the various committees within the city. Alderwoman Mesimer stated that the Board President, Park Board Member, Planning and Zoning Member and Finance Chair were all out of serving on the Personnel Committee so how would the Board of Aldermen rotate to cover the Personnel Committee. Alderman Gallagher stated that the only restriction for serving on the Personnel Committee were that the Board President and Mayor were not allowed to serve on the Committee. Alderman Gallagher stated that the Personnel Committee had no defined duties and he would like to see those duties outlined. Alderwoman Ohlsen stated that she would like to see the Personnel Committee procedures documented for those not on the Committee.

Mayor Smith directed Clerk Chapman to read **Council Bill 3531** "An Ordinance amending Chapter 115 Boards, Committees, and Commissions of the City of Pleasant Valley City Code" was read by title only, by the City Clerk. Alderman Page moved to approve the bill on first reading and move the bill to second reading. Alderwoman Jacoby seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – no, Jacoby – no, Scarborough – no, Page – no, Moss – no, Langner – no, and Ohlsen – aye, Motion failed 2 ayes, 6 nays.

Mayor Smith directed Clerk Chapman to read **Council Bill 3531** "An Ordinance amending Chapter 115 Boards, Committees, and Commissions of the City of Pleasant Valley City Code" was read by title only, by the City Clerk. Alderman Page moved to approve the bill as **Ordinance 3530**. Alderwoman Jacoby seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – no, Jacoby – no, Scarborough – no, Page – no, Moss – no, Langner – no, and Ohlsen – aye, Motion failed 2 ayes, 6 nays.

**Closed Session:** Alderman Scarborough moved to enter closed session, authorized by RSMo. 610.021, subsection 3 (Personnel). Alderman Moss seconded the motion. The vote was as follows: Gallagher – no, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – no, Motion passed 6 ayes, 2 nays. 7:20 pm. The closed session was held in the mayor's office with Clerk Matthew Chapman and City Attorney Jerry Brant in attendance.

During the closed session, no vote was taken, nor motions made.

Alderwoman Jacoby moved to return to open session. Alderman Moss seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – aye, Motion passed 8 ayes, 0 nays. 7:45pm.

Alderman Gallagher stated that the proposed ordinance would add on to Section 115, add Section 250 to define appointment of members and term limit, add Section 260 to state Personnel Meetings are open to the public unless closing is required, and add Section 270 to define the duties of the Personnel Committee. Alderwoman Mesimer stated that the Personnel Committee has previously reviewed insurance rates and changes to the employee handbook. Alderman Page stated that having set duties for the Personnel Committee would be beneficial.

Board of Aldermen members and some members of staff had discussion about concerns with staff morale as well as other staff issues. Chief McGinley suggested that if specific staff were going to be discussed, they should have the opportunity be present for the conversation. The Board of Aldermen agreed, and it was decided the topic would be postponed to a later date when all parties were available.





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Alderswoman Langner moved to table the discussion of Ordinance No. 3530 until more information could be gathered. Alderswoman Ohlsen asked to clarify that Ordinance No. 3530 could be brought back to the Board of Aldermen for consideration at a later time. It was confirmed that Ordinance No. 3530 could be reconsidered by the Board of Aldermen at a future meeting.

**Adjournment:** There being no further business, Alderman Page moved to adjourn. Alderman Moss seconded the motion. The vote was as follows: Gallagher – aye, Mesimer – aye, Jacoby – aye, Scarborough – aye, Page – aye, Moss – aye, Langner – aye, and Ohlsen – aye, Motion passed 8 ayes, 0 nays.

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Mayor James Smith

ATTEST: \_\_\_\_\_  
Matthew Chapman, City Clerk