



***City of Pleasant Valley Missouri
Meeting of the Board of Aldermen
July 17, 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, July 17, 2023, at 6:30 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, Alderwoman Ruth Mesimer, Alderman Tom Moss, Alderman Rick Scarborough, Alderman James Page, and Alderman Patrick Gallagher, Alderwoman Mary Langner, Alderwoman Serenity Ohlsen and Alderwoman Linda Jacoby

Absent: None

Staff Present:

Staff Present: City Clerk Matthew Chapman, Public Works Director Chris Cronk, Fire Chief Pete Knudsen, Human Resource Manager Katrina Kinard, Assistant City Clerk Jen Frink, Court Clerk Jan Werner

Public Present: John Alles

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

Public comments and guests: None

City Attorney and other professional services: None

Mayor's comments: Mayor Smith attended the ribbon cutting ceremony at Tam-Jen Hall. He stated it was a nice center for a small event and wanted to welcome them to Pleasant Valley.

Aldermen Comments: Alderwoman Langner noted that there were vacancies on the Parks and Recreation Board. Alderwoman Langner encouraged anyone who was interested in serving to apply.

New Assistant City Clerk Jen Frink was recognized and introduced to the Board of Aldermen. They welcomed her to Pleasant Valley.

Advisory Committees / Department Reports:

City Clerk: City Clerk Matthew Chapman reviewed the administration report with the Board. City Clerk Chapman provided an update to the Board of Aldermen regarding the training provided by staff from Riverside, Missouri on Friday, July 14, 2023. Riverside staff showed Pleasant Valley staff a number of best practices for payroll and financial statements that will allow us to better utilize our current software as well as several user guides that will be helpful going forward.

Public Works Department: Public Works Director Chris Cronk provided a written Public Works Report and asked the Board of Aldermen if there were any questions. Alderman Scarborough asked how Director Cronk obtained the titles for the surplus vehicles. Director Cronk stated that the proper paperwork was not completed at the time the vehicles were purchased, but as a municipality, the city is able to sell the vehicles without the title paperwork. All the surplus vehicles will be listed on Purple Wave.



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Alderwoman Mesimer moved to declare the 5 vehicles listed in Director Cronk's public works report as surplus and list them for sale through Purple Wave Auction. Alderman Scarborough seconded the motion. The vote was as follows: Page – aye, Mesimer – aye, Moss – aye, Scarborough – aye, Gallagher – aye, Langner – aye, Ohlsen – aye, and Jacoby - aye. Motion passed 8 ayes, 0 nays.

Staff will research whether additional information is required, such as an ordinance before the vehicles can be declared as surplus and sold. If it is determined that an ordinance is required, it will be brought before the Board of Alderman at the next meeting on August 7, 2023.

Fire Department: Fire Chief Pete Knudsen reviewed the June Fire Report. The Fire Department received 45 calls in June, of which 29 were EMS and 25 of those were transported to area hospitals. June training was a confined space exercise at Kaw Services. Chief Knudsen stated that he had reached out to Feld Fire and Pleasant Valley was still in line to have the new ambulance completed and delivered in late 2024. Chief Knudsen and Clerk Chapman attended a webinar for GoGov about an alternative emergency alert system. Chief Knudsen stated this was more of a phone application and would require users to download the app to participate so participation would likely be much lower than the other option. Chief Knudsen requested direction from the Board of Aldermen regarding joining the Emergency Alert System through Everbridge.

Police Department: Police Chief Jared McGinley provided a written June Crime and Activity Report. Chief McGinley gave an update on the ARPA Grant. He has gotten the approval to begin spending the available funds. Chief McGinley plans to spend approximately \$40,000 on Mobile Data Terminals (MDT's) for police cars, a new system of body cameras, and ballistic shields and Pleasant Valley will be reimbursed at 50% of funds expended by the ARPA Grant. On July 18, 2023, Pleasant Valley police officers will be attending a recruit scenario training exercise. Chief McGinley stated that police academies would be starting in August and asked the Board of Aldermen to provide clarification about Pleasant Valley paying for recruits to attend the academy. Alderwoman Mesimer stated that the City had set up a salary line for that purpose in the approved budget and would pay for academy attendance, but the police recruit would need to commit to three years of employment with Pleasant Valley or if they left employment prior to three years, the employee would reimburse the City for a prorated portion of the academy cost. Chief McGinley added that the police department is using all available avenues to try and fill all the open positions.

Municipal Court: Court Administrator Sarah Everhart provided a written municipal court report for Board of Alderman review. Court Clerk Jan Werner stated that all cases originally entered into the Incode software had now been entered into the Show Me Courts system.

Personnel Committee: No report

Finance Committee: Finance Chair Mesimer noted that the ambulance purchase of \$313,700 was budgeted for 2023 based on dealer estimates of delivery. But now it appears that Pleasant Valley will likely not take delivery of the new ambulance until late 2024. The annual loan payment of \$114,363 for the fire station is due next week. Finance Chair Mesimer stated that the city should continue making the full payment toward the loan balance. Finance Chair Mesimer asked city staff to assemble the necessary details to allow the Board of Aldermen to have all required information needed to vote on an Emergency Alert System contract with Everbridge at the next Board of Aldermen Meeting. Finance Chair Mesimer stated that at the recently attended Lauber Municipal Government training,



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the instructors suggested starting the budget process in September and asked city staff to be thinking about what each department would need and to begin putting information together.

Old Business: None

New Business: None.

Consideration of Ordinances and Resolutions:

None

Adjournment: There being no further business, Alderman Scarborough moved to adjourn. Alderman Moss seconded the motion. The vote was as follows: Jacoby – aye, Mesimer – aye, Moss – aye, Scarborough – aye, Gallagher – aye, Page – aye, Langner – aye and Ohlsen – aye. Motion passed 8 ayes, 0 nays, 6:55 pm.

Mayor James Smith

ATTEST: _____
Matthew Chapman, City Clerk