



**MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
FEBRUARY 5, 2024
6:00 PM**

1. Call to Order

The meeting was called to order at 6:00 PM by Mayor Mike Zaring.

A. Pledge of Allegiance

Attendee Name	Organization	Title	Status	Arrived
Bill Mills	Harrisonville	Board Member	Present	
Sandy Franklin	Harrisonville	Board Member	Present	
Larry Pfautsch	Harrisonville	Board Member	Present	
Matt Turner	Harrisonville	Board Member	Present	
Dave Doerhoff	Harrisonville	Board Member	Present	
Marcia Milner	Harrisonville	Board Member	Present	
Gary Davidson	Harrisonville	Board Member	Present	
Kile Chaney	Harrisonville	Board Member	Present	
Mike Zaring	Harrisonville	Mayor	Present	

Others present: City Administrator Brad Ratliff, City Attorney Alex Felzien, Director of Administrative Services Jeremy Smith, Public Works Director Patty Hilderbrand, Parks and Recreation Director Grant Purkey, Fire Chief Rusty Sullivan, Economic Development Director Jim Clarke, Community Development Director Christina Stanton, City Engineer Ted Martin, Police Lieutenant Darla Harris, Police Lieutenant Darin Chance, Fire Marshall Eric Myler, Police Sargent Tim Mikelson, Police Sargent Brian Kincaide, Police Sargent Brendan Rinehart, Firefighters Brooklyn Tavernaro, Caleb Kubicina and Hayden Odell, Fire Engineer Joe Parris, Fire Captain Katie Bailey, Executive Secretary to the City Administrator Theresa West and City Clerk Daniel Barnett - recording.

2. Ceremonial Matters

A. Fire Department Badge Pinning

Mayor Zaring was joined at the front of the room by Fire Chief Sullivan, Fire Marshall Myler and Firefighters Brooklyn Tavernaro, Caleb Kubicina and Hayden Odell, Fire Engineer Joe Parris and Fire Captain Katie Bailey.

Brooklyn Tavernaro was pinned by her father Brent Tavernaro.

Caleb Kubicina was pinned by his fiancé Emma Gates.

Hayden Odell was pinned by his mother Jill Odell.

Joe Parris was promoted to Engineer and pinned by his wife Katie Parris.

Katie Bailey was promoted to Captain and pinned by her husband Alex Bailey.

Chief Sullivan spoke to the hard work that each of these firefighters has put in and about their dedication to the Harrisonville community.

Mayor Zaring congratulated each firefighter and thanked them for their service to the citizens of Harrisonville.

B. Police Department Badge Pinning

Mayor Zaring was joined at the front of the room by Police Lieutenant Chance and Corporal Matthew McCulloch.

Chance spoke to McCulloch's service to the Harrisonville Police Department, highlighting his leadership and his work with the Department's K9s.

McCulloch was pinned as a Corporal by his wife Emily McCulloch.

Mayor Zaring congratulated McCulloch and thanked him for his service to the Harrisonville community.

3. Public Participation

A. Agenda Request - Lyndell Leatherman

Lyndell Leatherman (501 W Wall Street) - Leatherman said he would like to request a code amendment to allow him to add a living area or guest quarters into the carriage house that is on his property.

Leatherman said the current zoning regulations within the R2 and R2B zones do not allow for accessory dwelling units.

Leatherman said all designs for the proposed guest quarters have ensured that the historical integrity of the home and the carriage house are maintained.

Leatherman thanked the Board for their time.

B. Agenda Request - David Gilsdorf

David Gilsdorf (26101 E 155th Street, Pleasant Hill, MO) - Gilsdorf spoke about a letter that had been received by those who store airplanes at the Lawrence Smith Memorial Airport stating that rent would be charged while the airport is closed for runway maintenance.

Gilsdorf spoke about the timing of the letter and the hardship that the charging of rent puts upon those utilizing the airport.

Gilsdorf asked the Board to uphold the commitment he claims the City made to not charge rent while the airport is closed.

C. Agenda Request - Ryan Sparks

Ryan Sparks (10008 E 213th Street, Peculiar, MO) - Sparks thanked the Board for approving to budget for the City's portion of the runway reconstruction project at the Lawrence Smith Memorial Airport.

Sparks encouraged the Board to continue efforts to improve safety at the airport.

Sparks spoke to the timeline of meetings and communication between City staff and pilots/plane owners regarding the charging of rent during the airport's closure in 2024.

Sparks spoke to the proposed increases in hangar rent once the runway reconstruction project is completed.

Sparks asked the Board to pursue opportunities to not charge the full rent for hangar space while the airport is closed.

D. Agenda Request - Leslie Moore

Leslie Moore (1235 Edwards Circle, Raymore, MO) - Moore thanked the Board for their approval of the runway reconstruction project at Lawrence Smith Memorial Airport.

Moore asked the Board to not require hangar rental fees while the airport is closed for the project.

Moore spoke about hangar rental fees at airports he believed to be of similar size to that of LSMA, and asked the Board to consider keeping rent fees close to that of those similarly sized airports.

Moore spoke about upgrades he would like to see at the airport before the City increases rental fees.

Moore spoke about how pilots have a positive impact on the Harrisonville community.

E. Agenda Request - Larry Rhoads

Mr. Rhoads was not present at the meeting.

F. Agenda Request - Ron Terwilliger

Ron Terwilliger (20109 S Mullen Road, Belton, MO) - Terwilliger spoke about the value of community and of utilizing services and resources that exist within the community one lives in.

Terwilliger spoke about his loyalty to the Harrisonville community and to Lawrence Smith Memorial Airport.

Terwilliger asked the Board to reconsider their decision to charge rental fees while the airport is closed.

Mayor Zaring thanked all who addressed the Board about the issue regarding Lawrence Smith Memorial Airport and said he appreciated their insight.

4. Approval of Minutes

A. Board of Aldermen - Regular Meeting - Jan 16, 2024 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Dave Doerhoff, Board Member
SECONDER:	Gary Davidson, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Davidson, Chaney

B. Board of Aldermen - Work Session - Jan 16, 2024 6:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Marcia Milner, Board Member
SECONDER:	Sandy Franklin, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Davidson, Chaney

C. Closed Session Minutes - January 16, 2024

A motion to accept the minutes from the January 16, 2024, Closed Session was made by Alderman Turner, with a second from Alderman Chaney. The motion carried with a unanimous 8-0 vote.

5. Agenda Items**A. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, TO PROVIDE LOCAL MATCHING FUNDS FOR THE HAZARD MITIGATION GRANT PROGRAM.**

Staff report presented by City Engineer Martin.

Martin spoke to the process of assessing the value of the homes that are included within the ongoing flood buyout project.

Martin said the revised appraisals will move the City's share of the project from \$101,499.80 to \$123,248 and will move the federal share of the project from \$913,498.20 to \$1,109,232.

Martin said once the City approves its 10-percent share and once the Federal Emergency Management Agency (FEMA) approves its 90-percent share, demolitions will be allowed to proceed.

Alderman Chaney asked about the possibility of staggering the closing dates, to allow the same contractor to be able to bid on each project.

Upon passage, Mayor Zaring designated the resolution to be Resolution number 2024-02.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary Davidson, Board Member
SECONDER:	Matt Turner, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Davidson, Chaney

B. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI AMENDING SCHEDULE II OF TITLE III OF THE HARRISONVILLE MUNICIPAL CODE AND ESTABLISHING AN EFFECTIVE DATE

City Attorney Felzien read the ordinance for the second time.

Staff report presented by Public Works Director Hilderbrand.

Hilderbrand said the no parking regulations on Chestnut Street would match the rest of the block.

Alderman Turner asked if staff had received any push back from residents.

Hilderbrand said staff have not received any negative feedback from residents.

Upon passage, Mayor Zaring designated the Ordinance to be Ordinance number 3682.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bill Mills, Board Member
SECONDER:	Marcia Milner, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Davidson, Chaney

C. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE AMENDING THE OPERATING BUDGET FOR THE CITY OF HARRISONVILLE, MISSOURI, FOR THE FISCAL YEAR JANUARY 1, 2024 THROUGH DECEMBER 31, 2024, AND ESTABLISHING AN EFFECTIVE DATE.

Staff report presented by Director of Administrative Services Smith.

Smith highlighted budgetary amendments for utilities at the Community Center, to accept grant funds for the Police Department, to continue paying overtime for officers working traffic enforcement in work zones through an agreement with the Missouri Department of Transportation, purchasing a replacement dump bed for the Streets Department dump truck and to reallocate unspent funds from 2023 projects that are being rolled over into 2024.

Upon passage, Mayor Zaring designated the Ordinance to be Ordinance number 3683.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dave Doerhoff, Board Member
SECONDER:	Gary Davidson, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Davidson, Chaney

D. Appl. PREDEV-23-002--PRELIM. DEVEL. PLAN for iFIL Expansion on property located at 1801 W. Vine St.

Mayor Zaring opened the public hearing at 6:44 p.m.

Staff report presented by Community Development Director Stanton.

Stanton informed the Board that Schlagel and Associates, is seeking approval, on behalf of the Donaldson Company, Inc. who is the owner of the property and iFIL USA, for a preliminary development plan for an expansion of the existing iFIL facility on property located at 1801 W Vine Street.

Stanton said the project includes a 34,800 square foot addition for the production facility, with a new ingress/egress from Plaza Drive, 36 additional parking spaces and the required landscaping.

Stanton said the proposed expansion and continued use of the facility are appropriate for the Light Industrial (M-1) District.

Stanton said the project would increase the building's footprint from 35,575 to 70,375 square feet.

Stanton discussed the dimensional standards and stated that minor adjustments to the entry of the expansion and the turn-around for the trucks have reduced the lot coverage to meet the Code requirement.

Stanton discussed parking requirements. Then stated that the maximum number of employees per shift with a 150% "shift change-over overlap" is 60, which would be the most employees onsite at any given time and based on this data there are an adequate number of parking spaces.

Stanton said staff recommend approval of the proposed Preliminary Development Plan for the proposed 34,800 square foot expansion to the existing facility.

Jeff Schlagel of Schlagel and Associates said the hope is to begin construction during the spring of 2024.

Alderman Chaney asked how long construction is scheduled to last.

Schlagel said construction is expected to last between nine to 12 months.

Mayor Zaring closed the public hearing at 6:50 p.m.

E. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE APPROVING A PRELIMINARY DEVELOPMENT PLAN FOR IFIL EXPANSION ON PROPERTY LOCATED AT 1801 W. VINE STREET IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI.

City Attorney Felzien read the ordinance for the first time only.

Mayor Zaring informed the Board that the second reading of the ordinance will take place at the February 20, meeting.

RESULT: SCHEDULED

Next: 2/20/2024 6:00 PM

F. City Administrator's 2024 State of the City Address

City Administrator Ratliff said 2023 was a very busy year but was a year that laid the foundation for a very productive 2024.

Ratliff spoke to the value of knowledge and the ability it can provide to assist elected officials in answering questions from residents and those in the community.

Ratliff presented a slideshow to the Board of Aldermen, providing an in-depth look at all aspects of the City. Ratliff reviewed the 2023 tax levy's, provided by the Cass County Collector's Office, to include levy's set forth in City's located within Cass County, the breakdown of the City of Harrisonville Tax Levy on a market value home of \$177,470, and where resident tax dollars go. Ratliff discussed the breakdown of City-wide funds, general, and enterprise funds and the percentages of salaries and debt that come from each of those funds. Ratliff spoke about budget improvements made in 2023 and how they will impact future City budgets. Ratliff then discussed the ten-year outlook of outstanding debt and expenditures by type.

Ratliff commended the Board for their courage and willingness to pursue hard conversations and decisions that will continue to move Harrisonville forward as a place that people want to live and work in.

Ratliff then went over each department and their statistics for the 2023 fiscal year. Ratliff also spoke about specific achievements and challenges seen by each department over the past year.

Ratliff discussed the accomplishments of various departments and some of the goals that have been set for the 2023-2024 fiscal years. Ratliff outlined the statistics, as seen in the City's SeeClickFix program, for issues and complaints within the community.

Ratliff spoke about a large number of items completed by both the Board of Aldermen and City staff, and provided updates regarding projects that are either ongoing or will be starting in the near future.

Ratliff spoke to the amount of grant dollars the City was able to pull in during the 2023 Fiscal Year, totaling \$50,842,644. Ratliff added that the City's contribution to these funds will only be \$3,081,038.

Mayor Zaring thanked Mr. Ratliff for his time and effort in putting his presentation together and thanked him for providing them with information that will better equip them to serve the Harrisonville community.

6. Aldermen and Committee Reports

Alderwoman Franklin spoke about upcoming community events, including the Love the Harrisonville Square's Scotch and Chocolate fundraiser and Bright Futures Harrisonville's Bowls for Bright Futures fundraiser. Franklin provided an update to the ongoing upgrades at the indoor pool at the community center. Franklin also provided an update regarding the installation of the new Kiwanis playground at City Park.

Alderman Davidson said he would like to have a discussion at a future Work Session regarding the hangar rental fees.

Alderman Mills commended those who work at the Shepherd Staff Food Pantry and said he greatly appreciated the work they put in to serve the Harrisonville community.

Alderman Turner said he enjoyed participating in the Cass Career Center's recent Cornhole Tournament. Turner announced that the tournament was won by City Employee Casey Hofer. Turner also wished the local Culver's store luck as they compete in the company-wide finals in Florida.

Alderman Pfautsch provided an update from the Harrisonville Square Redevelopment Corporation, saying the organization is finalizing its process and hopes to be able to soon take steps to launch the program to the public.

Alderman Doerhoff wished the Chiefs luck in the Super Bowl.

Alderwoman Milner congratulated the firefighter and police officer who were pinned and thanked them for their service to the Harrisonville community. Milner also shared additional details about the upcoming Bowls for Bright Futures event.

7. Report from the City Administrator

City Administrator Ratliff reminded the Board that the second February meeting will be held on Tuesday, February 20, instead of February 19, due to the Presidents Day holiday.

8. Questions from the Media

None.

9. Adjourn to Executive Session

Mayor Zaring commended the firefighters and police officer who were pinned and promoted for their hard work and dedication to the City of Harrisonville and to the community as a whole.

At 7:43 p.m., the Board of Aldermen voted to go into Closed Session pursuant to City Code to discuss the Leasing, purchase or sale of real estate, and to discuss Litigation. A motion was made by Alderman Mills and seconded by Alderman Doerhoff. In attendance and voting to go into Closed Session were Aldermen Chaney, Davidson, Doerhoff, Franklin, Mills, Milner, Pfautsch, Turner and Mayor Mike Zaring. Mayor Zaring then convened the meeting in Closed Session.

10. Adjourn From Regular Session

Upon returning to the Regular Meeting, a motion was made by Alderman Mills to adjourn from the Regular Meeting. The motion was seconded by Alderman Doerhoff. The motion carried with a unanimous vote. The meeting adjourned at 8:48 p.m.

Mike Zaring, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Daniel Barnett, City Clerk