

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF ALDERMEN
CITY OF NEW MELLE, ST. CHARLES COUNTY, MISSOURI
TUESDAY, JULY 5, 2011**

CALL TO ORDER

A Special Meeting of the Board of Alderman of the City of New Melle was held on Tuesday July 5, 2011 at 7:00 P.M. The meeting was held at the New Melle City Hall, located at 145 Almeling Street, New Melle, Missouri.

ROLL CALL

Present was Mayor Ernest Arteaga, and Aldermen Janet Jokisch-Messig, Linda Ginther, Joe Lehman and William Pollihan; resulting in a quorum. Other city officials in attendance were Police Chief Aaron Burkemper, Financial Consultant Jim Pepper, and Interim City Clerk Jo Ann Dickherber. Bob Barclay and Ida Hoffmann, reporter, were also in attendance.

APPOINTMENT OF BOB BARCLAY AS BUILDING INSPECTOR

The Mayor stated he would like to appoint Bob Barclay to replace the City Engineer to do permit processing and inspections for the City. The Mayor stated the contract with Barclay would be approved at a Regular Meeting and the City's attorney needs to make an Ordinance for it. The Mayor stated Barclay has the qualifications for the position.

Bob Barclay introduced himself to the Board and stated he owns a business called The Brickkicker which is a national franchise that primarily does home inspections. He found there was also a need by the surrounding counties cities for a code enforcement officer so his business also performs these contracted services for Flint Hill, Foristell and Wright City. His proposed agreement with the City would be his inspection service fees will be billed at 75% of the calculated building and plan review fee. He stated if there is any additional administrative services the city needs done, he will bill at \$60 an hour and hourly fees are rounded to the next full hour. The additional services would include his attendance at meetings.

The Mayor stated Barclay does not do engineering so we would have to Subcontract that out if we have the need. An engineer would be needed for subdivision development, street designs, storm water run-off, and grading.

The Mayor also stated we need to update our zoning map and make it official. Barclay stated an engineer or a draftsman, meaning someone with a program to draw it, would have to make the map if there are changes.

Alderman Messig made a motion to accept the appointment of Bob Barclay as Building Inspector. Alderman Ginther seconded the motion. On a call by the mayor for Ayes and Nays, the alderman voted 4 "Ayes" - all were in favor.

The Mayor asked Barclay about pending inspections from GBA. Barclay stated his opinion is GBA has been paid and should finish the inspection for the Elementary school because they have reviewed the plans.

Discussion regarding the current (International Code Council (ICC) codes New Melle is using are from 2003 and these codes are changed every 3 years and the codes are currently up till 2009 and new codes will come out next year. After discussion, the Board decided more thought will have to go into this decision. Barclay stated there are ICC books that need to be bought which will cost \$750 are more.

OPEN BIDS FOR DROP BOX INSTALLATION AND APPROVE

There was one bid submitted for the drop box installation. The Mayor opened the sealed bid and stated it was from K & M siding in the amount of \$300.00

Alderman Pollihan made a motion to accept the bid from K & M Siding in the amount of \$300.00 for installation of the drop box. Alderman Messig seconded the motion. On a call by the mayor for Ayes and Nays, the alderman voted 4 "Ayes" - all were in favor.

ADJOURNMENT

On motion of Alderman Messig, second by Alderman Ginther, the Aldermen voted 4 "Ayes" to adjourn the Regular Meeting at 7:37 p.m.

Submitted,

Approved,

Jo Ann Dickherber, Interim City Clerk

Ernest Arteaga, Mayor

(Note – a work session followed this meeting.)