



City Council Meeting

Regular Session Minutes
November 25, 2024

I. CALL TO ORDER

A regular meeting of the City Council of the City of Liberty, Missouri was held in the Council Chambers at City Hall on November 25, 2024 with Mayor Greg Canuteson presiding. Mayor Canuteson called the meeting to order at 7:00 p.m.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was given by Council Member Hagan, who then led the pledge of allegiance.

III. ROLL CALL

Council Members Present: Harold Phillips and Shelton Ponder, Ward I
Kelley Wrenn Pozel and Adam Travis, Ward II
Kevin Graham and Jeff Watt, Ward III
Gene Gentrup and Michael Hagan, Ward IV

Council Members Absent: None

Staff Present: Curt Wenson, City Administrator
Sara Cooke, Assistant City Administrator
Vicki McClure, Finance Director
Andy Noll, Utilities Director
BJ Staab, Parks and Recreation Director
Heather Massey, Police Captain
Katherine Sharp, Planning and Development Director
Sherri McIntyre, Public Works Director
Sarah Ranes, Deputy City Clerk

Public Present: Kellie Houx, Courier Tribune
12 members of the public

IV. PROCLAMATIONS

V. APPROVE MINUTES AND SUMMARIES

VI. MEETING SCHEDULE

VII. CONSENT AGENDA

VIII. PUBLIC HEARINGS

A. Ordinance Amending Chapter 30, "Unified Development Ordinance", of The Code of the City Of Liberty, Clay County, Missouri (P&Z Case 24-42A)

The Unified Development Ordinance (UDO) was approved in April 2005. A change to the UDO requires a public hearing at Planning Commission and City Council. In 2018 the City Council approved Ordinance 10946 changing the UDO allowing for metal siding on agricultural and accessory buildings on lots greater than 3 acres in size. Due to requests from citizens, staff is proposing another amendment to allow metal siding on “barndominiums”, a barn-style, shop home on large, unplatted lots.

Mayor Canuteson opened the Public Hearing and asked if anyone wished to speak either in favor or in opposition of the ordinance. Seeing no one wishing to speak, the Mayor closed the Public Hearing.

Document No. 9841 was read.

Action: Council Member Hagan moved to waive the rules and consider the ordinance on first reading. Council Member Ponder seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Watt moved to approve the ordinance. Council Member Hagan seconded the motion.

Vote: Motion passed 8-0-0

Yes: Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

No: None

Abstain: None

Approved by the Chair and inscribed in Ordinance No. 12006.

IX. ORDINANCES, CONTRACTS AND RESOLUTIONS

A. Ordinance Acknowledging Vendor Payments for the Period of November 8, 2024 to November 15, 2024

Document No. 9842 was read.

Action: Council Member Phillips moved to approve the vendor payments. Council Member Hagan seconded the motion.

Roll Call

Vote: Motion passed 8-0-0

Yes: Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

No: None

Abstain: None

Approved by the Chair and inscribed in Ordinance No. 12007.

B. Resolution Approving a Preliminary Plat for the Enclave at Montage, Approximately 44.8 Acres on 104th Street near Liberty North High School, a subdivision of land In Liberty, Clay County, Missouri (P&Z Case 24-43PP)

This is a preliminary plat application for The Enclave at Montage, a new single-family subdivision to be located east of 104th Street, opposite Liberty North High School. This subdivision would include 93 buildable lots and eight common area Tracts (A through I) to be maintained by a Homeowners Association (HOA) or the Master Developer. The subdivision has been proposed in two phases, splitting the subdivision into east and west portions, generally.

The overall Montage development is zoned PD Flex, "Planned Development Flex District," and each subarea of the development was provided a land use designation to illustrate the anticipated mix and configuration of land uses across Montage's 1,075-acre span. The subarea within which this subdivision would occupy was provided the Typical Single Family Residential Detached (TSFR) land use designation, which requires a minimum lot width of 70 feet (40 feet of frontage for lots on cul-de-sacs), a lot depth of 110 feet depth, and a minimum lot area of 8,000 square feet. The proposal complies with these minimum requirements. In addition, the proposal denotes the construction of a paved trail along the subdivision's west edge, connecting to the sidewalk system on 104th Street; several of the proposed cul-de-sacs also show connections to the trail/sidewalk in an effort to promote non-vehicular connectivity where street connectivity is not feasible due to topographical constraints.

Action: Council Member Hagan moved to approve the resolution. Council Member Ponder seconded the motion.

Vote: Motion passed 8-0-0

Yes: Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

No: None

Abstain: None

Inscribed in Resolution No. 3430.

- C. Ordinance approving a contract with Myrick Mechanical for FY 2025 City-Wide HVAC preventative maintenance and on-call services in an amount not to exceed \$125,000.00

The City of Liberty utilizes independent contractors to manage preventive maintenance activities and repair services for the HVAC systems serving public facilities. Because the services requested are specialized, services are divided into two separate groups – those for primary facilities and those for secondary facilities. The services requested for each group are of a slightly different scope or scale and are based on the mechanical requirements of the equipment.

Several departments have individually budgeted for HVAC preventive maintenance and repair services across the city. The cumulative estimated annual expenditure across facility cost centers for HVAC preventive maintenance and repairs is \$125,000.00.

Staff publicly advertised and bid for such services. Eleven companies were provided bid documents. A "basket of goods" analysis was used to compare unit pricing proposed. Staff applied an estimated one-year scenario for all facilities, excluding parts: labor rates and trip charges for 12 trips/year at 3 hours for primary facilities and 6 trips/year at 2 hours for secondary facilities; preventive maintenance costs at 4 per

year for primary facilities and 2 per year for secondary facilities; four filter changes per year all facilities; one condenser coil cleaning per year for all facilities; one blower belt replacement per year for all facilities and one service inspection of all facility boilers at the Liberty Community Center with the following results:

Company	"Basket of Goods" Pricing
Myrick Mechanical	\$69,448.00
Design Mechanical	\$109,573.00
Lippert Mechanical	\$118,168.00
Automated Control Systems	No Bid
Climate Control	No Bid
CM Mose	No Bid
Hales HNC	No Bid
LBA	No Bid
Commercial	
McIntosh Mechanical	No Bid
Multi Craft	No Bid
TMI-KC	No Bid
US Engineering	No Bid

The City of Liberty entered into a contract with Myrick Mechanical for HVAC preventative maintenance and repair services in June 2023 when Myrick Mechanical absorbed outstanding contracts of Heartland Mechanical (City of Liberty HVAC service provider January 2018 – May 2023). Myrick Mechanical has performed services with satisfactory results during that time and during year one (2024) of the current contract. Myrick Mechanical is proposing a \$6.00 per hour labor charge increase for year two (2025) to meet the demands of the \$6.00 per hour increase imposed upon them by the Pipe Fitters Union in July 2024. Myrick Mechanical remains significantly lower in their per hour labor charge than the other two vendors. Staff recommends engaging in a guaranteed pricing contract for year two (2025) with the low bidder, Myrick Mechanical.

A guaranteed pricing contract not to exceed anticipated expenditures is proposed for year two (2025) with the opportunity to renew the contract for one additional one-year term (2026). This contract is for year two (FY 2025) of a potential three, one-year contract.

Document No. 9843 was read.

Action: Council Member Hagan moved to waive the rules and consider the ordinance on first reading. Council Member Watt seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Gentrup moved to approve the ordinance. Council Member Hagan seconded the motion.

Vote: Motion passed 8-0-0

Yes: Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan
No: None
Abstain: None
Approved by the Chair and inscribed in Ordinance No. 12008.

- D. Ordinance approving a guaranteed pricing agreement with Brady Industries for FY 2025 city-wide purchase and delivery of custodial supplies in an amount not to exceed \$53,000.00

The City of Liberty utilizes an independent contractor for purchase and delivery of custodial supplies. A “basket of goods” analysis was used to develop the bid document which included all supplies purchased by facility departments over the course of one year when the total annual cost exceeded \$500. Twenty products met the criteria. Bids were sent to seven vendors. Two vendors declined, one vendor did not qualify as they submitted a proposal for trash can liners only, and four vendors responded to the bid. The following bids were received:

	<u>2024 Bids</u>
Bid Brady Industries, NKC, Missouri.....	\$49,552.77
Buckeye International, Riverside, Missouri.....	\$45,342.65
Tri-Lateral Sales, Kansas City, Missouri.....	\$53,325.16
Central Poly Bag Corp, Linden, New Jersey.....	\$8,247.00
Pyramid School Products.....	No Bid
Veritiv Corp.....	No Bid

Buckeye International and Brady Industries (current vendor) offered comparable proposals based on the “basket of goods” cost analysis. Because Buckeye International bid on other products than what were listed in the RFP, additional comparisons for each product were required. After a detailed analysis was used to compare the amount of product per case from each vendor, it was determined that Brady Industries submitted the lowest priced proposal.

Brady Industries, NKC, Missouri	\$51,658.41
Buckeye International, Riverside, Missouri	\$67,854.09

Brady Industries provided custodial supplies for the City of Liberty from 2020-2024 with satisfactory results. Brady Industries shared information noting a 3% market increase for many products, including paper goods and can liners. Adjustments were made to pricing for 2024. Using the same quantities and products from the 2023 bid for comparison, we can anticipate less than a \$1,500 increase overall. Pricing remained significantly lower than pricing received from Buckeye International during the initial bid process in 2022. Brady confirmed the pricing for 2025 would remain the same as in 2024. Staff recommends engaging in year three (2025) of a potential three, one-year agreements with Brady Industries.

Document No. 9844 was read.

Action: Council Member Pozel moved to waive the rules and consider the ordinance on first reading. Council Member Hagan seconded the motion.

Vote: Motion passed unanimously.

Action: Council Member Hagan moved to approve the ordinance. Council Member Watt seconded the motion.

Vote: Motion passed 8-0-0

Yes: Council Members Phillips, Ponder, Pozel, Travis, Graham, Watt, Gentrup and Hagan

No: None

Abstain: None

Approved by the Chair and inscribed in Ordinance No. 12009.

X. OTHER BUSINESS

XI. CITIZENS' PARTICIPATION

David Langston – 1920 Carter Court. Mr. Langston stated he went to Fairview Cemetery and measured the Block 174 grave marker and it measured 8” x 31”. Mr. Langston suggested the City Council buy a plaque to cover the Block174 grave marker and it would stop the offense and not cost the City \$100,000.00 in legal fees. Mr. Langston also told the City Council that residents are concerned about how their tax dollars are being spent.

Dwayne Holtzclaw – 113 Kevin Street, Excelsior Springs, MO. Mr. Holtzclaw stated his family member and Mayor of Liberty, John Will Hall, sold Block 174 on January 6, 1900. Mr. Holtzclaw stated there is a deed to Block 174 at the Clay County Recorder of Deeds Office Book 120, Page 36. Mr. Holtzclaw stated he has family members buried within ten inches of Block 174.

Gieselle Fest – 1407 Lynette Street. Ms. Fest thanked the City Council for the opportunity to speak. Ms. Fest states the individuals buried in Block 174 were just poor working-class people who had to bear the burden of the elite. Ms. Fest stated the goal is to simply let the dead rest in peace.

Gerasim Mayden – Mr. Mayden stated if it wasn't so serious, he finds it hilarious that the group trying to protect the grave site is the cause of the City Council spending \$100,000.00 on the Block 174 lawsuit. Mr. Mayden stated he and others are trying to protect what is lawfully theirs.

XII. MISCELLANEOUS MATTERS FROM CITY ADMINISTRATOR

XIII. MISCELLANEOUS MATTERS FROM MAYOR AND CITY COUNCIL

XIV. ADJOURNMENT

The meeting adjourned at 7:24 p.m.

Mayor

Attest:

Deputy City Clerk