



**MINUTES OF THE  
CITY OF FRONTENAC  
BOARD OF ALDERMEN  
REGULAR MEETING  
TUESDAY, DECEMBER 18, 2007**



The December 18, 2007, regular meeting of the Board of Aldermen of the City of Frontenac was called to order at 7:10 p.m. with Mayor Lee Murray presiding. The Aldermen present were Tom Hizar, Keith Krieg, John Wynne, Susan Durbin, Margot Martin, and John Levis.

Also in attendance were City Administrator, Bob Shelton; City Clerk, Leesa Ross; City Attorney, Kevin O'Keefe; Fire Chief, John Trout; Police Chief, Tom Becker; Building Commissioner & Zoning Commissioner, Jeff Wappelhorst; Finance Officer, Julie O'Guinn; and Planning Consultant, Justin Carney.

**A. PLEDGE OF ALLEGIANCE**

After the pledge of allegiance, the meeting was called to order.

**B. APPROVAL OF AGENDA**

Mayor Murray asked for a motion to approve tonight's agenda.

**MOTION:** Alderman Levis motioned and Alderwoman Martin seconded approval of tonight's agenda. All Aldermen present voted "Aye." The vote was unanimous. **MOTION PASSED.**

**C. APPROVAL OF MINUTES:** Tuesday, November 20, 2007, Regular Meeting

Mayor Murray asked for a motion for approval of, or corrections to, the minutes.

**MOTION:** Alderman Levis motioned and Alderman Krieg seconded the approval of the minutes for the November 20, 2007 regular meeting. All Aldermen present voted "Aye." The vote was unanimous. **MOTION PASSED.**

**D. PUBLIC FORUM (PRESENTATION OF REMARKS AND/OR PETITIONS)**

None

**E. MAYOR'S COMMENTS**

Mayor Murray commented on a resolution presented to the Frontenac Police Department for its fund raising efforts assisting the Special Olympics in the Torch Run. She wanted to thank the officers for all they do for Frontenac and the community.

## **F. COMMENTS BY BOARD OF ALDERMEN MEMBERS**

Alderman Hizar stated he would like to have the Board revisit the replacement of the City entry signs with updated signs similar to the model on Clayton Road at Bopp Road. He said he had concerns, however, that the model needed some design improvements and he now had some ideas. He stated a fellow Frontenac resident had suggested installing a stone base which would add to the visual appeal and allow for some simple plantings. Alderwoman Martin stated the oval on the sign needs to be bigger. Alderman Hizar reminded Alderwoman Martin that a revised design had been developed which allowed for a larger oval and a more substantial-looking iron frame. Mayor Murray stated Alderman Hizar's suggestion sounded great. She stated Mr. Shelton should proceed with the design improvements including the stone base and plantings for an updated entry sign model in order to facilitate Alderman Hizar's request.

Alderman Krieg asked about the response to snow removal in subdivisions during the recent snow. Mr. Shelton stated the Public Works Department gathered bids from plowing companies, and shared the bids with each subdivision. Mr. Wappelhorst stated there had been no negative comments.

Alderwoman Martin asked who had plowed in West End Park. Mr. Shelton stated that Schlegel Landscaping had done so, and that Schlegel offered the least expensive price for West End Park.

## **G. REPORTS OF OFFICERS AND COMMITTEES AND APPROVED MINUTES**

1. Planning & Zoning Commission: September 25, 2007
2. Ways & Means Committee: November 13, 2007
3. Public Works Commission: October 29, 2007
4. Financial Report: November 2007
  
5. Building Commissioner  
& Zoning Administrator November 2007

Mayor Murray stated Ms. O'Guinn would give a short summary overview of November's financial report.

Ms. O'Guinn stated the monthly budget revenue projections had been set too high, and the next financial report will reload the budget. Sales tax revenue is up 8 to 9% from last year. Court revenues are under budget by \$10,000, but she said there are explanations and that she expects to see an increase in court revenues in December. In the professional services account, \$22,000 had been spent for storm debris removal related to last year's unusual storms, and 78% had been offset by payment from FEMA. Ms. O'Guinn finalized her report by summarizing that there is stable income for the City with business licenses, PILOTS, and alarm fees all coming due within the next several months, and that the City is in a good financial position.

Alderman Levis stated he has concerns regarding the comment about increases in court revenues. Ms. O'Guinn explained there had been a \$5,000 variance because there is less police staff available for traffic patrol and only one court night in November, and beyond that she stated there has been talk of increasing FTA, or Failure to Appear, fees.

Alderman Levis said he is not in favor of increasing the number of tickets issued or the amounts of court fines. Ms. O'Guinn stated the only area in its schedule of fines where the City is not on par with other cities is the Failure to Appear fee, which is \$50.00, in comparison with other cities' average FTA fees of \$75.00.

Alderman Wynne stated that the police department does not have to raise funds for the City, and that the court fines are secondary and incidental to safety enforcement.

Alderwoman Martin stated she endorses these comments from the other two aldermen.

Alderman Krieg stated these efforts reflect a concerted effort from the Ways and Means Committee and the City's Finance Officer to make the budget numbers much more precise, especially on the revenue side.

Mayor Murray stated the reports will stand as submitted.

#### 6. City Administrator's Report:

Mr. Shelton stated he wanted to recognize the Public Works crews on a fantastic job of getting the streets open during the weekend snow storm. He also stated that St. Louis County had not plowed the main arterial streets as required in the intergovernmental agreement, and that he would be discussing this matter in the near future.

Mr. Shelton stated there was a meeting scheduled for Friday with MoDOT to discuss the Spoede Road detention basin and the initial stormwater calculations. He added a postcard was mailed to all residents and businesses regarding the Lindbergh Boulevard closure the first weekend of January.

Mr. Shelton stated that the information sent out in the packets regarding Alderman Hizar's draft strategic plan included the entire plan, and that the executive summary had been distributed via email.

Aldermen Wynne stated the draft strategic plan overall seemed to be a good document, although he had a comment regarding Strategy 2 which stated there will be a new municipal complex and sidewalks at a cost of \$9,000,000. Alderman Wynne stated the \$9,000,000 figure was the projection only for the new building, not the sidewalks. Alderman Levis suggested adding "(future)" in front of "the sidewalks". Alderman Hizar explained the concept of sidewalks is a key feature of the comprehensive plan, and the strategic plan could indicate the importance of adding sidewalks as part of a future development plan "when a developer may be asked to bury utility lines and have sidewalks". Mr. Shelton asked that everyone submit their further comments on the draft to him.

Mr. Shelton announced that at a recent MoDOT meeting with the fire and police chiefs it had been confirmed that Lindbergh Blvd. will only be closed the first weekend in January.

Mayor Murray stated at a recent MoDOT meeting she attended, Gateway Constructors wanted to recognize Chief Trout and other fire chiefs for their obvious concern over getting aid to any injured workers. The comments were very much appreciated by the contractors.

Mayor Murray asked for an update on the next stormwater projects within the City, following the Holiday Lane project now underway. Mr. Shelton stated there are a few small projects in West End Park, and a bridge replacement on Glen Abbey. Mr. Wappelhorst added there will be work on Geyer Road to realign an existing stream. Mr. Len Madalon, the City's stormwater consultant, stated the small projects in West End Park include one on Donoho, which is flooding a residence on Garibaldi, and another on Anzeiger, which is flooding a residence on Savannah.

**H. OLD BUSINESS: None**

**I. NEW BUSINESS:**

1. **Bill No. 2007-1584:** An Ordinance of the City of Frontenac, Missouri, repealing a conditional use permit for medical offices; approving a restaurant/tea room; and granting a conditional use permit for outdoor seating for property located at Conway Road and Lindbergh Boulevard.

Ms. Ross gave the first reading of Bill No. 2007-1584.

Mayor Murray asked for a motion for a second reading.

**MOTION:** Alderman Levis motioned and Alderman Krieg seconded approval of the second reading of Bill No. 2007-1584. All Aldermen present voted "Aye". The vote was unanimous. **MOTION PASSED.**

Mayor Murray asked Ms. Ross to give the second reading of Bill No. 2007-1584.

**Bill No. 2007-1584:** An Ordinance of the City of Frontenac, Missouri, repealing a conditional use permit for medical offices; approving a restaurant/tea room; and granting a conditional use permit for outdoor seating for property located at Conway Road and Lindbergh Boulevard.

Alderman Wynne asked Mr. Wappelhorst about traffic safety. Mr. Wappelhorst stated the bollards would be placed behind the curb line to prevent a car skipping the curb and going into the seating area. He stated he is comfortable with what was presented.

Mayor Murray asked for a motion to approve Bill No. 2007-1584.

**MOTION:** Alderman Levis motioned and Alderwoman Martin seconded approval of Bill No. 2007-1584.

Mayor Murray asked Ms. Ross for a poll vote.

**ROLL CALL VOTE:** Alderman Krieg, "Aye"; Alderman Wynne, "Aye"; Alderwoman Durbin, "Aye;" Alderwoman Martin, "Aye"; Alderman Levis, "Aye"; and Alderman Hizar, "Aye". All Aldermen present voted "Aye". The vote was unanimous. **MOTION PASSED.**

**Bill No. 2007-1584 became Ordinance No. 2007-1558.**

2. **Bill No. 2007-1585:** An Ordinance of the City of Frontenac, Missouri, approving a settlement agreement with U.S. Cellular.

Ms. Ross gave the first reading of Bill No. 2007-1585.

Mayor Murray asked for a motion for a second reading.

**MOTION:** Alderman Levis motioned and Alderman Wynne seconded approval of the second reading of Bill No. 2007-1585. All Aldermen present voted "Aye". The vote was unanimous. **MOTION PASSED.**

Mayor Murray asked Ms. Ross to give the second reading of Bill No. 2007-1585.

**Bill No. 2007-1585:** An Ordinance of the City of Frontenac, Missouri, approving a settlement agreement with U.S. Cellular.

Mayor Murray asked for a motion to approve Bill No. 2007-1585.

**MOTION:** Alderman Wynne motioned and Alderwoman Durbin seconded approval of Bill No. 2007-1585.

Mayor Murray asked Ms. Ross for a poll vote.

**ROLL CALL VOTE:** Alderman Wynne, "Aye"; Alderwoman Durbin, "Aye"; Alderwoman Martin, "Aye;" Alderman Levis, "Aye"; Alderman Hizar, "Aye"; and Alderman Krieg, "Aye". All Aldermen present voted "Aye". The vote was unanimous. **MOTION PASSED.**

**Bill No. 2007-1585 became Ordinance No. 2007-1559.**

3. **Bill No. 2007-1586:** An Ordinance authorizing the Mayor to execute an agreement on behalf of the City of Frontenac, Missouri, to provide police services, fire protection services, and emergency medical services, and to arrange for the provision of emergency ambulance services to the City of Crystal Lake Park, Missouri.

Mr. Shelton stated this is an extension of the existing agreement for an additional 5 years with an annual CPI increase.

Ms. Ross gave the first reading of Bill No. 2007-1586.

Mayor Murray asked for a motion for a second reading.

**MOTION:** Alderman Levis motioned and Alderman Wynne seconded approval of the second reading of Bill No. 2007-1586. All Aldermen present voted "Aye". The vote was unanimous. **MOTION PASSED.**

Mayor Murray asked Ms. Ross to give the second reading of Bill No. 2007-1586.

**Bill No. 2007-1586:** An Ordinance authorizing the Mayor to execute an agreement on behalf of the City of Frontenac, Missouri, to provide police services, fire protection services, and emergency medical services, and to arrange for the provision of emergency ambulance services to the City of Crystal Lake Park, Missouri.

Mayor Murray asked for a motion to approve Bill No. 2007-1586.

**MOTION:** Alderman Hizar motioned and Alderman Krieg seconded approval of Bill No. 2007-1586.

Mayor Murray asked Ms. Ross for a poll vote.

**ROLL CALL VOTE:** Alderwoman Durbin, "Aye"; Alderwoman Martin, "Aye;" Alderman Levis, "Aye"; Alderman Hizar, "Aye"; Alderman Krieg, "Aye"; and Alderman Wynne, "Aye". All Aldermen present voted "Aye". The vote was unanimous. **MOTION PASSED.**

**Bill No. 2007-1586 became Ordinance No. 2007-1560.**

4. **Bill No. 2007-1587:** An Ordinance amending Chapter 215 of the Code of Ordinances of the City of Frontenac, Missouri, relating to dangerous animals, kennels, and penalties for violations.

Alderwoman Martin stated she has questions regarding several items and asked if there is any urgency over passing this bill. She suggested it be tabled, so that some changes she wanted to suggest could be considered. She added she has also received additional information from the Humane Society of the United States.

Mayor Murray asked Alderwoman Martin if she would outline her suggestions for changes.

Alderwoman Martin stated she would like to see a non-tethering or anti-tethering clause. She said tethering includes chaining an animal, and she stated animals subject to tethering develop psychological problems, as they can feel helpless to get away and so can tend to

become more vicious. She also stated non-neutered dogs tend to be more aggressive. She said she would like to see provisions in the City code requiring a request that a dog receive a behavior evaluation by an animal behaviorist, and that the dog's family receive family training in case the dog has bitten or attacked someone. She said these were her main suggestions, but she added she would like to include some other changes as well.

**MOTION:** Alderwoman Durbin motioned and Alderwoman Martin seconded the tabling of Bill No. 2007-1587. All Aldermen present voted "Aye". The vote was unanimous.

**MOTION PASSED.**

**Bill No. 2007-1587 is tabled.**

5. **Resolution No. 2007-182:** A Resolution authorizing the Mayor, on behalf of the City of Frontenac, Missouri, to enter into a contract for the Lynnbrook Road Stormwater Improvement Project.

**MOTION:** Alderman Levis motioned and Alderwoman Durbin seconded approval of Resolution 2007-182. All Aldermen present voted "Aye". The vote was unanimous.

**MOTION PASSED.**

6. **Discussion Only:** Covered Vehicles

Mr. Shelton explained the language distributed to the Board relating to the proposed bill had been developed by Mr. O'Keefe. The language provides specific guidelines for covers. Mr. Shelton outlined the alternative of restrictions on parking on an improved surface. Alderwoman Martin asked about lots with no rear or side yards. Mr. Shelton stated the covered vehicle would need to be placed behind the front building line, but in no case could covered vehicles be parked on the street.

Alderman Krieg asked if the City should have the same provision on recreational vehicles or trailers. Mr. Shelton said if the vehicle is licensed, you must be able to see the license plate. Mr. Wynne asked about a manufactured cover for a boat, trailer or recreational vehicle. Mr. Shelton stated on the bottom of page 2, the language is trying to address all tarped vehicles. Mr. Rotter asked if the City plans to regulate the color of a cover. Alderman Wynne stated this type of regulation should apply unless the tarped vehicle is in an enclosed garage, but not a back yard. Several aldermen stated they would be concerned even then if the tarped vehicle was visible to neighbors. Alderman Krieg suggested adding language that covers have to be a solid color. Alderwoman Martin asked what other communities do. Mr. Wappelhorst stated some other communities require a paved surface and the cover must be unobtrusive.

Mayor Murray asked if Mr. Shelton would please add improved surfaces, license plates on recreational vehicles and trailers, and unobtrusive covers, based on what she had just heard. Beyond those items, she asked that he clean up language of the proposed bill to reflect the other concerns articulated by the Board.

Alderswoman Martin stated on page 2 there is a statement that “at no time shall such parked or stored trailer or recreational vehicle and equipment be used for living, dwelling or housekeeping purposes, whether of permanent or temporary duration”. She stated she is concerned with residents who have visitors who live in a RV parked in a driveway. Mr. Shelton stated a permitting process could be added, with permits to be issued by the police department.

Alderman Hizar asked if RVs are included in this proposed bill. Mr. Shelton stated recreational vehicles are included.

**J. APPROVAL OF WARRANT LISTS:** November 16, 2007 through December 13, 2007

**MOTION:** Alderman Hizar motioned and Alderswoman Martin seconded the above warrant lists be approved.

Mayor Murray asked if there was any discussion. There was none.

Mayor Murray asked Ms. Ross for a roll call vote.

**ROLL CALL VOTE:** Alderman Levis, “Aye”; Alderman Hizar, “Aye”; Alderman Krieg, “Aye”; Alderman Wynne, “Aye”; Alderswoman Durbin, “Aye”; and Alderswoman Martin, “Aye”. All Aldermen present voted “Aye”. The vote was unanimous. **MOTION PASSED.**

**L. ADJOURNMENT**

Mayor Murray asked for a motion and second to adjourn the public portion of the meeting prior to the closed session.

**MOTION:** Alderman Krieg motioned and Alderswoman Martin seconded to adjourn the meeting. All Aldermen present voted “Aye”. The vote was unanimous. **MOTION PASSED.**

The meeting adjourned at 8:05 p.m.