



**MINUTES OF THE  
CITY OF FRONTENAC  
BOARD OF ALDERMEN  
DECEMBER 15, 2009**

The December 15, 2009, regular meeting of the Board of Aldermen of the City of Frontenac was called to order at 7:03 p.m. with Mayor Keith Krieg, presiding. The Aldermen present were Tom Hizar, Jon Serkes, 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 and Zoning Administrator, John Morgan; Public Works Director, Jeff Wappelhorst; and Finance Officer, Julie O'Guinn.

After the Pledge of Allegiance, Mayor Krieg called the meeting to order.

**A. ROLL CALL**

Mayor Krieg asked for a roll call.

Roll Call: Alderman Hizar, Alderman Serkes, Alderman Wynne, Alderwoman Durbin, Alderwoman Martin and Alderman Levis, all present.

**B. MOTION TO APPROVE AGENDA**

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

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

**MOTION PASSED.**

**C. VOTE TO APPROVE MINUTES:** November 17, 2009, Regular Meeting

Mayor Krieg asked for a motion to approve the minutes.

Alderman Wynne advised of a correction on page 6 of 8, in the discussion of Resolution No. 2009-229. He wanted to clarify that the resolution will enable the City Administrator to make changes up to \$2500, and changes up to \$7500 would require the city administrator and the owner's representative Rich Vandegrift or the department head approval.

Ms. Ross stated she would make the corrections.

**MOTION:** Alderwoman Martin motioned and Alderwoman Durbin seconded the approval of the November 17, 2009, meeting minutes as amended. All Aldermen present voted "Aye." The vote was unanimous. **MOTION PASSED.**

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

1. Presentation – Frontenac Racquet Club

Mr. Terry Ward, the manager and part owner of the Frontenac Racquet Club presented the Board of Aldermen with a rendering for a proposal to add three outdoor tennis courts and an air structure to cover the courts during the winter months.

Mr. Ward stated the club was built in 1975 and has over 1100 members. He stated the club is currently closed in the summer and they have a need to open in the summer and build the outdoor courts. The cover would be a white translucent cover, which will be placed over the courts from September to May. Alderman Levis inquired about lights on the outdoor courts. Mr. Ward stated he would not pursue this at the time. The alderman asked a number of questions regarding the outside tent, the noise concerns, and if additional parking will be needed. Mr. Morgan stated all of these concerns will be answered when the request is forwarded on to the Planning & Zoning Commission. Alderman Levis thanked Mr. Ward for his thorough presentation.

**E. MAYOR'S COMMENTS**

Mayor Krieg stated Mr. Chuck Shepherd is serving on the Deer Creek Water Friends Committee and stated he has asked Alderwoman Martin to join him on that committee.

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

Alderman Wynne stated he would like to have it on record that the City would like to thank the Sisters of Mercy for use of their facilities to conduct our City meetings. The Mayor and all aldermen concurred.

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

1. Planning & Zoning Commission: May 26, 2009
2. Ways & Means Committee: November 10, 2009
3. Public Works Commission: None
4. Financial Report: November 2009
5. Building Commissioner  
& Zoning Administrator November 2009

Mayor Krieg stated the above reports will stand as submitted.

## **H. CITY ADMINISTRATOR'S REPORT**

### **1. Finance Report**

Ms. O'Guinn stated the year to date revenue is below budget by 9% and down 14% compared to last year. She stated some of the drop was due to timing. She stated sales tax is down 7.26% year to date. Mayor Krieg asked for a report on traffic at Plaza Frontenac. Chief Becker stated traffic counts for Plaza Frontenac are up and there are a lot of people shopping. He stated a tenant stated their sales were down in November, but were up considerably in December. Ms. O'Guinn also stated the one cent sales tax report was available. Ms. O'Guinn said court revenues are down. She also said capital expenses are up \$114,000.

Mr. Shelton stated the budget adjustments project a 7% decrease in income and stated the Ways & Means Committee recommended to do a budget adjustment of the decrease, which is reflected in the ordinance.

### **2. Clayton Road Restriping**

Mr. Shelton stated the City held a public hearing which was well attended by the residents. He stated he would like to confirm that the Board of Aldermen would support the recommendation of the Public Works Commission to allow the lanes to remain three lanes from Lindbergh to Spoede Road; return the road to two lanes with wide shoulders from Spoede Road to Bopp, and to allow for left turn lanes at Spoede, Geyer and Bopp. All the aldermen agreed to support the decision of the Public Works Commission. Mr. Shelton stated Mr. Wappelhorst will work with the Public Works Commission, getting the road returned to the City from St. Louis County, with the bid, overlay and restriping process.

### **3. City Facility Report**

Mr. Shelton stated a monthly SM Wilson report will be submitted to the Board of Aldermen. He reported that work has begun on City Hall, since staff has relocated to trailers on the rear church property. Mr. Shelton thanked all the department heads, street crews and SM Wilson with City Hall's move and stated they are making good progress. He stated the site work and paving for the trailers exceeded budget due to wet conditions.

## **I. OLD BUSINESS**

None

## J. NEW BUSINESS:

### 1. Discussion of Occupancy Permits for rental properties.

Mr. Morgan stated this issue is a follow up to Alderwoman Martin's request for occupancy permits on rental properties. He asked for direction on if the inspections should occur on an annual basis or upon change in occupants. He also presented information on licensing people who own rental properties. He also asked for direction on a fee schedule, whether to charge a flat fee, which would be for the initial inspection and a re-inspection. He also stated they may need to charge additional fees if additional inspections are needed. He said inspections could also lead to court summons if items were not corrected in a timely manner.

Alderman Wynne stated he has lived in communities where occupancy inspections were required on any property whose owners changed and stated he was an advocate on occupancy for new owners and rental properties.

Mr. Morgan stated he needed direction from the Board of Aldermen to decide if they wanted annual inspections on all rentals and/or occupancy inspections for change of ownership. Mr. O'Keefe stated both would have to be treated the same. Mr. Morgan stated he recommends rentals and change of occupancy only. Alderman Wynne stated he would recommend rental inspections on change of occupancy. Mr. Morgan stated the City could only inspect for code violations. Mr. O'Keefe also stated the City would not have the power to license owners, due to a previous judgment against the City of Jennings. Discussion continued on different types of inspections and the time frame and cost that would be associated with the inspections. Mr. Morgan suggested at least one hour would be needed on each 1800 square foot home and suggested a fee of \$125. Mr. Shelton stated at this time the only concern is for rental properties and stated he would draft legislation for the January, Board of Aldermen agenda.

Ms. Calzetta of Cable Avenue thanked the Board for addressing this issue and stated there are six rental properties on her street, and she would like to see the most stringent measures possible.

2. **Bill No. 2009-1648:** An ordinance authorizing Veolia ES Solid Waste Midwest, Inc. to direct bill residential property owners for weekly refuse, recycling and yard waste collection, beginning January 1, 2010.

Ms. Ross gave the first reading of Bill No. 2009-1648.

Mr. Shelton stated this is the second part needed to bill the residents for trash and stated last month the umbrella legislation on trash pickup was passed. Mr. Shelton stated the specific term is to bill the residents for one quarter of trash pickup at \$28.94 a month. He said upon approval, Veolia will begin billing and the City will send out a postcard to the residents.

Alderman Wynne asked if this is only good for one quarter. Mr. Shelton stated yes, it is good until Veolia's contract expires in March. An Alderman suggested the City keep careful records of complaints that come, so they can be addressed in the next contract. Alderman Martin stated there will be calls because people don't understand the ISO issue and want clarity.

Mr. Rotter of Garibaldi asked if the R-2 residential district would be billed differently than the R-1 district. Mr. Shelton stated not at this time, however when the contract expires and the City goes out to bid, they hope to have options for different areas.

**MOTION:** Alderman Wynne motioned and Alderman Levis seconded approval of a second reading of Bill No. 2009-1648. All Aldermen present voted "Aye". The vote was unanimous. **MOTION PASSED.**

Mayor Krieg asked Ms. Ross to give the second reading of Bill No. 2009-1648.

**Bill No. 2009-1648:** An ordinance authorizing Veolia ES Solid Waste Midwest, Inc., to direct bill residential property owners for weekly refuse, recycling and yard waste collection, beginning January 1, 2010.

Mayor Krieg asked for a motion to approve Bill No. 2009-1648.

**MOTION:** Alderman Levis motioned and Alderman Wynne seconded approval of Bill No. 2009-1648.

Mayor Krieg asked Ms. Ross for a poll vote.

**ROLL CALL VOTE:** Alderman Serkes, "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. 2009-1648 became Ordinance No. 2009-1616.**

3. **Bill No. 2009-1649:** An ordinance to approve mid-year modifications and revisions to the budget of the City of Frontenac, Missouri for fiscal year 2009-2010.

Ms. Ross gave the first reading of Bill No. 2009-1649.

Ms. O'Guinn advised of a change in projections for the projected ambulance revenues from \$190,000 to \$178,600, on page two at the top of the summary. She advised of other adjustments of \$27,000 which were removed from the budget due to building maintenance costs. She also stated \$238,000, which represents the 7% reduction in net income was adjusted; as well as \$1.1 million, 60% of which is new City Hall construction, 28% is a new ambulance; and 12% is personnel for the ISO issue. Ms. O'Guinn stated the Ways & Means Committee reviewed all components and

recommended the changes. Mr. Shelton stated he did want to stress that Ways & Means wanted to verify the City ambulance service was cost competitive with other cities and outside providers. Alderman Hizar agreed this was a matter of robust discussion at Ways & Means.

**MOTION:** Alderman Levis motioned and Alderwoman Martin seconded approval of a second reading of Bill No. 2009-1649. All Aldermen present voted "Aye". The vote was unanimous. **MOTION PASSED.**

Mayor Krieg asked Ms. Ross to give the second reading of Bill No. 2009-1649.

**Bill No. 2009-1649:** An ordinance to approve mid-year modifications and revisions to the budget of the City of Frontenac, Missouri for fiscal year 2009-2010.

Mayor Krieg asked for a motion to approve Bill No. 2009-1649.

**MOTION:** Alderman Martin motioned and Alderman Wynne seconded approval of Bill No. 2009-1649.

Mayor Krieg 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 Serkes, "Aye". All Aldermen present voted "Aye". The vote was unanimous. **MOTION PASSED.**

**Bill No. 2009-1649 became Ordinance No. 2009-1617.**

4. **Resolution No. 2009-232:** A resolution establishing ambulance service within the City of Frontenac, Missouri. .

Mr. Shelton stated the requirement to obtain ambulance licensing is to hold a public hearing; which was conducted prior to this meeting, and to pass a resolution, which states it is a public health benefit; and the city has expertise running an ambulance service.

Mayor Krieg asked for a motion to approve Resolution No. 2009-232.

**MOTION:** Alderman Levis motioned and Alderwoman Durbin seconded Resolution No. 2009-229 is approved. All Aldermen voted "Aye". The vote was unanimous. **MOTION PASSED.**

5. **Resolution No. 2009-233:** A resolution authorizing the purchase of four replacement police vehicles for the Frontenac Police Department.

Mayor Krieg asked for a motion to approve Resolution No. 2009-233.

Chief Becker addressed several issues regarding the timing and upkeep of the police vehicle fleet. He stated he would always best utilize the City's resources and explained the vehicles are used 24 hours a day, 7 days week. The idea is to replace two (2) 2007 vehicles and two (2) 2009 vehicles. He stated he utilizes the State bidding process and must order vehicles between November and April. He stated his concern if he keeps vehicles too long, he suffers from diminishing returns. He said the State Highway Patrol only drive vehicles 54,000 miles before they trade them in. We currently trade vehicles between 60,000 and 70,000 miles, and he discussed a recent repair cost of \$750.00. He also said he utilizes V-6 engines, which saves on fuel costs. He stated his number one concern is safety for his officers, and safety of the residents. Aldermen suggested increasing service time, using other types of vehicles, and possibly keeping fewer than six marked vehicles. Chief Becker stated other vehicles don't stand up, and these vehicles are made to be police vehicles. He also said they keep two extra patrol vehicles in case of break downs and stated he and other command officers sometimes drives a patrol vehicle when a large police presence is needed in the area. Additional discussion on this issue continued including the ways the officers patrol the streets and the police presence the residents of Frontenac like to see. Alderman Wynne asked about keeping the vehicles longer and purchasing extended warranties. Chief Becker stated they will not offer an extended warranty on a police vehicle, because they are used 24 hours a day/7 days a week.

Mayor Krieg stated it is not that we can't afford this purchase; we have operated this way for years, and would not want to slip on police protection however it is a timing issue with the purchase of these four vehicles. An alderman suggested ordering two vehicles now and delaying the ordering of the second two until next fiscal year. Alderman Wynne stated we are not trying to curtail police service; they do a grand job, however we need to conserve resources. The Board of Aldermen suggested redrafting the resolution with additional information and resubmitting it in January 2010, to purchase two this fiscal year and two next fiscal year.

Mayor Krieg asked for a motion to table Resolution No. 2009-233.

**MOTION:** Alderman Levis motioned and Alderwoman Durbin seconded to table Resolution No. 2009-233. All Aldermen voted "Aye". The vote was unanimous.

**MOTION PASSED.**

6. **Resolution No. 2009-234:** A resolution authorizing the Mayor, on behalf of the City of Frontenac, Missouri, to enter into an agreement with the Missouri Highway Department for the Geyer Road Bridge Project.

Mr. Shelton stated the City has received grant funding for the Geyer Road Bridge which is in a dilapidated condition. He stated the City has secured a competitive grant of \$639,300, which the City must agree to pay a 20% match, which will total \$159,828.

The City has budgeted \$125,000 this fiscal year, and must pay our portion over a three year period.

Mayor Krieg asked for a motion to approve Resolution No. 2009-234.

**MOTION:** Alderman Levis motioned and Alderwoman Durbin seconded Resolution No. 2009-234 is approved. The vote was unanimous. **MOTION PASSED.**

Alderman Levis asked for an update on the City's application for economic stimulus funds. Mr. Shelton stated the City applied for grant funding to pay for the fire department's portion of the municipal complex, but did not receive any funds. Funds were awarded to University City, Foley and a department near Kansas City. He said most of the funds have been awarded, but there is some left for fire stations. Mr. Shelton advised that we have applied for stimulus funds for firefighter personnel to meet ISO and for equipment.

**L. APPROVAL OF WARRANT LISTS:** November 1 through November 30, 2009

Mayor Krieg asked for consideration and approval of the warrant list.

**MOTION:** Alderman Hizar motioned and Alderwoman Durbin seconded the above warrant lists be approved.

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

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

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

**M. ADJOURNMENT**

Mayor Krieg asked for a motion to adjourn the meeting.

**MOTION:** Alderman Hizar motioned and Alderwoman Durbin seconded to adjourn the meeting. All Aldermen present voted "Aye". The vote was unanimous. **MOTION PASSED.**

The meeting adjourned at 8:50 p.m.