



**MINUTES OF THE  
CITY OF FRONTENAC  
BOARD OF ALDERMEN  
MAY 18, 2010**

The May 18, 2010, regular meeting of the Board of Aldermen of the City of Frontenac was called to order at 7:29 p.m. with Mayor Keith Krieg, presiding. The Aldermen present were John Wynne, Tom Hizar, Susan Durbin, Margot Martin and John Levis. Alderman Jon Serkes was absent.

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. MOTION TO APPROVE AGENDA**

Mayor Krieg stated he had a request to add Ms. Lisa McKinney and her request for tenant use approval for her store Athena Boutiques, to be located at 10425 Clayton Road in Frontenac Grove. He stated he would like it added to new business, item #1,

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

**B. CERTIFICATION OF ELECTION RESULTS**

City Clerk Ross read the certified election results:

**OFFICIAL ELECTION RESULTS  
CITY OF FRONTENAC, ELECTION DATE, APRIL 6, 2010**

**WARD ONE**

Registered Votes in Ward	960	
Votes for John W. Wynne	182	76.79
Votes for Michael Morrison	52	21.94
Write-In Votes	3	1.27

## WARD TWO

Registered Votes in Ward	990	
Votes for Margot M. Martin	279	76.65
Votes for Charles T. Shepherd, II	85	23.35
Write-In Votes	0	

## WARD THREE

Registered Votes in Ward	975	
Votes for Tom Hizar	263	98.87
Write-In Votes	3	1.13

Ms. Ross stated the results were certified on April 20, 2010 by the St. Louis County Election Commission.

### C. VOTE TO APPROVE ELECTION RESULTS

Mayor Krieg asked for a motion to approve the certified election results.

**MOTION:** Alderman Levis motioned and Alderwoman Durbin seconded to approve the certified election results from the April 6, 2010 election. All Aldermen present voted "Aye". The vote was unanimous. **MOTION PASSED.**

### D. SWEARING IN OF NEWLY ELECTED OFFICIALS

Ms. Ross swore in Alderman Wynne, Alderwoman Martin, and Alderman Hizar.

### E. ROLL CALL

Mayor Krieg asked for a roll call.

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

### F. VOTE TO APPROVE MINUTES: April 20, 2010, Regular Meeting

Mayor Krieg asked for a motion to approve the minutes.

**MOTION:** Alderman Levis motioned and Alderwoman Durbin seconded the approval of the meeting minutes for April 20, 2010. All Aldermen present voted "Aye." The vote was unanimous. **MOTION PASSED.**

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

No one made comments at this time.

**E. MAYOR’S COMMENTS**

Mayor Krieg stated all the Aldermen had before them a resignation letter from Mr. Bruce Higginbotham the City’s Design Review Commissioner. Mr. Higginbotham is resigning his position and will be recognized by the City in June.

Mayor Krieg stated he would like all comments from the Board of Aldermen regarding the strategic plan to be submitted to the Mr. Shelton this week, so that the plan can be finalized.

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

No Aldermen made comments at this time.

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

- |                                       |                |              |
|---------------------------------------|----------------|--------------|
| 1. Planning & Zoning Commission:      | None           |              |
| 2. Ways & Means Committee:            | April 13, 2010 |              |
| 3. Public Works Commission:           | April 14, 2010 |              |
| 4. Building<br>& Zoning Administrator | None           | Commissioner |

Mayor Krieg stated the above reports will stand as submitted.

**H. CITY ADMINISTRATOR’S REPORT**

- 1. Finance Report

Ms. O’Guinn reviewed the top-line report and stated year to date revenues are up slightly compared to budget and down 6% compared to last year. She stated the revenues for the month are down 8% compared to budget and down 15% compared to last year due to building permits and interest income being down. Year to date expenditures are down 12% compared to budget and down 3% compared to last year. Capital expenses are up 25% due to the purchase of the new ambulance and new equipment expenses related to the new fire department personnel. She also stated net income is up dramatically due to public works department projects which will be delayed until next year. She said the 1% sales tax revenues in May rebounded by 40% and others are up 17%, and up an average of 5.2% across the board.

Mr. Shelton discussed the way the county distributes their sales tax and stated because sales taxes are down country-wide and our sales taxes are doing well, the county is distributing more of our sales tax revenue to other cities.

## 2. City Facility Report

Mr. Shelton stated there are no change order requests for this month and stated minor changes have been worked out between Arcturis and SM Wilson. He stated we are close to bidding out the furniture for the new building. Mr. Shelton stated we are about one week behind schedule and stated they will start completing the roof of the building this week and Mr. Wynne stated the windows will begin to be installed next week.

## 3. West End Park CID Proposal Update

Mr. Shelton stated the first meeting regarding the CID Proposal was last Sunday at the Frontenac Racquet Club. There was a light turn out but it was very productive. The second meeting will be tomorrow evening and Ms. Ross will be there to provide notary services. He wanted to thank Terry Ward and the Racquet Club for allowing the City use of their facilities for the meetings.

## 4. Mutual Aid Creve Coeur Fire Protection District

Mr. Shelton stated Chief Trout was lining up mutual aid assistance for the new ambulance and stated the Creve Coeur Fire Protection District advised they did not want to have any of their residents billed for transport and advised they would not bill any of our residents for transport. Mr. Shelton stated the City passed a policy to bill for every transport and he is recommending that the City not agree to that policy and Chief Trout feels it will not be a problem, as we have secured enough mutual aid to cover the City.

### I. UNFINISHED BUSINESS:

None

### J. NEW BUSINESS:

1. **Tenant Use Approval:** Athena Boutiques, 10433 Clayton Road, Frontenac Grove.

Ms. Lisa McKinney the owner of Athena Boutiques stated she would like to open a high-end store that will specialize in Greek designers with clothing from Greece, Turkey and Spain for the 30 and up crowd. She stated her hours will be 10:00 am to 5:00 pm, Monday through Saturday.

Mr. Morgan submitted a memo stating a parking study was completed in January and he found 15 spaces were still available for any new businesses. He stated the Athena

Boutique would only need five spaces and that the other vacant space would be allowed ten spaces when occupied.

Ms. McKinney stated she hopes to open the first week of September.

Mayor Krieg asked for a motion for approval.

**MOTION:** Alderwoman Martin motioned and Alderman Hizar seconded the approval of Athena Boutiques, 10433 Clayton Road in Frontenac Grove. All Aldermen present voted "Aye." The vote was unanimous. **MOTION PASSED.**

2. **Bill No. 2010-1655:** An ordinance amending Title V of the Municipal Code of Ordinances of the City of Frontenac, Missouri to add a new Chapter 506, Storm Water Regulations for the City of Frontenac.

Ms. Ross gave the second reading of Bill No. 2010-1655.

Mr. Morgan presented some revisions to the review process and advised of changes on page 6, page 11 and page 20. He also presented additional changes on pages 20 & 21, which Mr. Kehr recommended and he agreed upon regarding plan review procedures for completeness of plan, review period and modifications needed for approval. The aldermen had a few questions, which were answered by Mr. Morgan. Mr. Kehr made comments regarding the approval process and stated he agreed with Mr. Morgan's suggestion.

Mayor Krieg asked for a motion to amend Bill No. 2010-1655.

**MOTION:** Alderwoman Levis motioned and Alderman Wynne seconded approval of Bill No. 2010-1655 as amended.

Mayor Krieg asked for a motion to approve Bill No. 2010-1655.

**MOTION:** Alderman Hizar motioned and Alderwoman Martin seconded approval of Bill No. 2010-1655 as amended.

Mayor Krieg asked Ms. Ross for a poll vote.

**ROLL CALL VOTE:** 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. 2010-1655 became Ordinance No. 2010-1621.**

3. **Bill No. 2010-1656:** An ordinance amending Section 405.100, Table 1 – District Regulations of the City of Frontenac, Missouri by including Stream Buffer Setbacks.

Ms. Ross gave the second reading of Bill No. 2010-1656.

Mr. Morgan advised there were no changes to this bill. He stated the stream buffer set back has been set at 25 feet.

Mayor Krieg asked for a motion to approve Bill No. 2010-1656.

**MOTION:** Alderman Levis motioned and Alderman Wynne seconded approval of Bill No. 2010-1656.

Mayor Krieg asked Ms. Ross for a poll vote.

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

**Bill No. 2010-1656 became Ordinance No. 2010-1622.**

4. **Bill No. 2010-1657:** An ordinance approving and adopting a budget for the operation of the City of Frontenac, Missouri, for the fiscal year beginning July 1, 2010 and ending June 30, 2011.

Ms. Ross gave the first reading of Bill No. 2010-1657.

Mayor Krieg asked for a second reading of Bill No. 2010-1657.

**MOTION:** Alderman Levis motioned and Alderman Hizar seconded approval of a second reading of Bill No. 2010-1657.

Alderman Wynne stated he was concerned the pay scale exceeded the limits established four years ago. He recommended leaving the dollars in the budget as they are but not adding the increase to the pay scale before analysis of the peer cities. Alderman Levis stated he adamantly supports the Ways & Means Committee and their recommendation. Alderman Wynne stated it is not a money issue, but his concern is raising the pay scale. He stated over the last four years the employees have received raises of 2%, 2% and 3.5%, which were comparable to other cities. He stated the comparison table which was presented of 20 other cities was inconclusive at best. He asked if we are maintaining our position at the 70<sup>th</sup> percentile. He stated four years ago a very complex study was completed, in regards to salary. He stated he is unsure what other cities are doing with benefits.

Alderman Levis stated the study is just a guideline. Alderwoman Martin asked how Alderman Wynne's suggestion would create a problem. Alderman Levis stated Alderman Wynne would not make the increase permanent would like the ability to make an adjustment based on the upcoming salary survey. Alderman Levis stated the 70<sup>th</sup> percentile is only a guideline and by spending \$45,000, we are sending a message to the employees who will begin paying health insurance costs. Alderman Wynne stated his position is that the City should not carry the 1 ½ percent increase forever. Alderman Levis stated he feels the \$45,000 is relatively insignificant in the budget and stated the 7% increase was over three years. Alderman Wynne stated he does not want to set a precedent of a bonus to cover increases in health insurance.

Ms. O'Guinn stated the onetime bonus idea was presented to the Ways & Means Committee. She stated a salary increase does increase the salary schedule.

Alderman Wynne stated a 0% cost of living increase does not take away from the employees, they would still get a 1 1/2% increase for the year.

Mayor Krieg asked what our risk is. Mr. Shelton stated it is unknown until we have a full salary survey. Mayor Krieg asked if it would be something the Ways & Means Committee would look at to send back to the Board of Aldermen. Mr. Shelton stated yes.

Alderman Levis stated the \$45,000, is an insignificant number compared to budget. Alderman Wynne again suggested to make the 1 ½% increase a bonus and suggested if salaries are above, peer cities we can hold the line, rather than to decrease pay to make the adjustment.

Alderman Levis called for the question.

All Aldermen present voted "Aye". The vote was unanimous. **MOTION PASSED.**

Mayor Krieg asked Ms. Ross to give the second reading of Bill No. 2010-1657.

**Bill No. 2010-1657:** An ordinance approving and adopting a budget for the operation of the City of Frontenac, Missouri, for the fiscal year beginning July 1, 2010 and ending June 30, 2011.

Mayor Krieg asked for a motion to approve Bill No. 2010-1657.

**MOTION:** Alderman Levis motioned and Alderman Hizar seconded approval of Bill No. 2010-1657

Mayor Krieg asked Ms. Ross for a poll vote.

**ROLL CALL VOTE:** Alderwoman Martin, “Aye”; Alderman Levis, “Aye”; Alderman Hizar, “Aye”; Alderman Wynne, “Nay”; and Alderwoman Durbin, “Aye”. Four Aldermen voted “Aye”; one Alderman voted “Nay”, the vote was not unanimous. **MOTION PASSED.**

**Bill No. 2010-1657 became Ordinance No. 2010-1623.**

5. **Bill No. 2010-1658:** An ordinance authorizing the Mayor to execute a contract between the City of Frontenac, Missouri and the Missouri Highways and Transportation Commission providing for painting of traffic signals.

Ms. Ross gave the first reading of Bill No. 2010-1658.

Mr. Shelton stated this is an expenditure that he would be allowed to approve; however the Missouri Highways and Transportation Commission require an ordinance. This will allow for the new traffic light standards to be powder coated black and be consistent with the strategic and comprehensive plans and our other light standards and signs within the City. Mr. Shelton stated this also is an agreement with the City of Ladue, who will pay half of the cost, which will be less than \$3,000.

Mayor Krieg asked for a second reading of Bill No. 2010-1658.

**MOTION:** Alderman Wynne motioned and Alderwoman Durbin seconded approval of a second reading of Bill No. 2010-1658. All Aldermen present voted “Aye”. The vote was unanimous. **MOTION PASSED.**

Mayor Krieg asked Ms. Ross to give the second reading of Bill No. 2010-1658.

**Bill No. 2010-1658:** An ordinance authorizing the Mayor to execute a contract between the City of Frontenac, Missouri and the Missouri Highways and Transportation Commission providing for painting of traffic signals.

Mayor Krieg asked for a motion to approve Bill No. 2010-1658.

**MOTION:** Alderwoman Martin motioned and Alderwoman Durbin seconded approval of Bill No. 2010-1658.

Mayor Krieg asked Ms. Ross for a poll vote.

**ROLL CALL VOTE:** Alderman Levis, “Nay”; Alderman Hizar, “Aye”; Alderman Wynne, “Aye”; Alderwoman Durbin, “Aye”; and Alderwoman Martin, “Aye”. Four Aldermen voted “Aye”, one Alderman voted “Nay”, The vote was not unanimous. **MOTION PASSED.**

**Bill No. 2010-1658 became Ordinance No. 2010-1624.**

6. **Bill No. 2010-1659:** An ordinance authorizing an agreement to provide a program of dental insurance benefits for employees of the City of Frontenac, Missouri.

Ms. Ross gave the first reading of Bill No. 2010-1659.

Mr. Shelton stated there will be no cost increase for dental insurance and stated this is a good dental insurance program for employees and their dependents.

Mayor Krieg asked for a second reading of Bill No. 2010-1659.

**MOTION:** Alderwoman Martin motioned and Alderman Levis seconded approval of a second reading of Bill No. 2010-1659. All Aldermen present voted "Aye". The vote was unanimous. **MOTION PASSED.**

Mayor Krieg asked Ms. Ross to give the second reading of Bill No. 2010-1659.

**Bill No. 2010-1659:** An ordinance authorizing an agreement to provide a program of dental insurance benefits for employees of the City of Frontenac, Missouri.

Mayor Krieg asked for a motion to approve Bill No. 2010-1659.

**MOTION:** Alderwoman Martin motioned and Alderwoman Durbin seconded approval of Bill No. 2010-1659.

Mayor Krieg asked Ms. Ross for a poll vote.

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

**Bill No. 2010-1659 became Ordinance No. 2010-1625.**

**L. APPROVAL OF WARRANT LISTS:** April 1, 2010 through April 30, 2010

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

**MOTION:** Alderman Hizar motioned and Alderwoman Martin 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:** 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.**

**M. ADJOURNMENT**

Mayor Krieg asked for a motion to adjourn the meeting.

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

The meeting adjourned at 8:29 p.m.