



**MINUTES OF THE
CITY OF FRONTENAC
BOARD OF ALDERPERSONS
TUESDAY, OCTOBER 15, 2024**

The October 15, 2024 the regular meeting of the Board of Alderpersons of the City of Frontenac was called to order at 6:00 p.m. with Kate Hatfield, presiding.

The Alderpersons present were Pat Kilker, Meg Mannion, Scott Mullis, Jamie Griesedieck, Tom O'Brien and Dan Millman.

Also, in attendance was City Attorney Kevin O'Keefe, Interim City Administrator/City Clerk, Leesa Ross; Police Chief, Mark Guttmann; Fire Chief, Floyd Blake; Police Captain Craig Picha; Assistant Fire Chief, Kevin Halloran; Public Works Director, Jeff Wappelhorst; Finance Officer, Lea Ann Bennett; Building Commissioner, David Fairgrieve and Administrative Clerk, Shari Cooper.

The Pledge of Allegiance was stated.

MOTION TO APPROVE THE AMENDED AGENDA

Mayor Hatfield requested to amended tonight's agenda and add the following items under Old Business:

- Reports of Officers and Committees: Mr. Wappelhorst was requested to give a brief update on the Geyer Road Stakeholder Meeting and Countryside Stormwater Project.
- Discussion of MGT (HR-Gov) Recruiter Update
- Strategic Plan Updates
 - Administration:
 - 1.B IT Strategic Plan & Roadmap
 - 1.E Comprehensive Plan Status
 - 3 & 4.2 Public Works
 - 5. Sustainability Capital Plan and Schedule

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

MOTION: Alderperson Mullis made a motion and Alderperson Mannion made a second to approve the agenda. All Alderpersons presented voted "Aye". The vote was unanimous. **MOTION PASSED.**

PUBLIC FORUM:

No comments were made at this time.

MAYOR'S COMMENTS, REPORTS AND APPOINTMENTS

The Mayor recognized the following employees on their anniversaries.

- Brett Lockwood, 24 Years, Police Department
- William Wolf, Jr., 23 Years, Police Department
- Jon Jespersen, 20 Years, Building Department
- Matthew Wilks, 17 Years, Public Works Department
- Joyce Lee, 7 Years, Municipal Court
- Kevin Vogelsang, 3 Years, Fire Department

Mayor Hatfield thanked all City of Frontenac employees for the extra effort and work to make the Fall Festival a great event. The bouncy house, face painting and addition of the balloon artist were very well received. She stated that Alderperson Griesedieck had several mentions in regards to the band. The Fire Department's cooking was a big success and we ran out in less than an hour. She did add that the request for a beverage truck for at least wine and beer was reiterated.

COMMENTS – BOARD OF ALDERMEN

Alderperson Millman read a statement by him, apologizing to Leesa Ross, for not defending her at the last Board of Aldermen meeting. He appreciates her and everything she does for the City.

Alderperson Kilker read a statement in regards to Sunshine Laws 150.020 (*Attachment A*) and attachments that had been sent by email that had been violated. Further discussion was had between Board members in regards to a previous email that was sent out with attachments. Alderperson O'Brien added that he asked the Mayor and legal instructed her to send out the unredacted resumes of all the ones we received.

REPORTS OF OFFICERS AND COMMITTEES AND APPROVED MINUTES:

1. Planning & Zoning CommissionNone (Next Meeting is October 22, 2024)
2. Ways & Means CommitteeNone (Next Meeting is October 16, 2024)
3. Public Works Commission.....None
4. Building Permit Report.....September, 2024

Mr. Wappelhorst shared with the Board updates on Geyer Road progress and meeting with the funding stakeholders. He stated everything is moving forward and they are getting ready to submit to MSD.

Missouri American Water had three main relocates with two of them between Tregaron Place and Georgian Acres. We will expect that the contractors start the surveying and Lochmueller Group will be included in on the layouts and making sure everything is covered and correct with the property owners' agreements. Storm sewer structure shop drawings have been received from the contractor. The City is currently reviewing those for compliance. PCX Construction has obtained the corner lot of Outer Ladue

and Geyer Road for their staging area along with the East and West sides of Geyer Road in the easements.

Mr. Wappelhorst added that work on the D run storm drain on the Countryside Lane Project is currently being installed. At this point the drains are split. Stormwater improvements were installed per plans to pick up the overhead waterflow. Restoration work is being finished on lots one (1), two (2) and six (6) of Countryside as well as one (1) and seven (7) of Fox Run Lane.

Mr. Wappelhorst stated that the Gold Dust Project of street patching and curb installation has a target start date of October 28, 2024.

CONSENT AGENDA

1. **Minutes** of September 25, 2024 Board of Alderpersons meetings.
2. **Warrant List**: September 1 – 30, 2024
3. **Resolution No. 2024-577**: A resolution authorizing the Mayor, on behalf of the City of Frontenac, Missouri, to enter into a contract with IDEMIA LiveScan for a five-year service agreement for fingerprint equipment and software.

MOTION: Alderperson Millman made a motion and Alderperson Kilker made a second to approve the consent agenda.

Mayor Hatfield asked Ms. Cooper for a roll call of the Board of Alderpersons.

ROLL CALL VOTE: Alderperson Mannion, “Aye”; Alderperson Mullis, “Aye”; Alderperson Griesedieck, “Aye”; Alderperson O’Brien, “Aye”; Alderperson Millman, “Aye”; and Alderperson Kilker, “Aye”. The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

CITY STAFF REPORTS

- **City Clerk / Interim City Administrator Report:**

Ms. Ross stated that she heard the Frontenac Festival was a great event and thanked the staff for all the work they did and putting everything together. She stated that the Planning & Zoning Commission is meeting next Tuesday, October 22, 2024 which will have the MedSpa on the agenda. Public Hearing on Tuesday, November 19th at 5:30 PM followed by the regular Board of Alderpersons meeting at 6:00 PM. She reminded everyone of Tuesday, November 5th, 2024 being election day and we do have voting at City Hall from 6:00 AM to 7:00 PM. Ms. Ross is giving employees three (3) hours to vote for the election.

She commented that we only had two subdivisions requested for the scarecrows this year. We are sending the materials out this week.

- **Finance Report:**

Nothing at this time.

UNFINISHED BUSINESS

1. HR Recruiting, MGT – HR-Gov

Mayor Hatfield stated that the date of October 21st, 2024 will be the meeting date that everyone agreed upon. She did request times from everyone on that date that will work.

Mayor Hatfield stated that the 6:00 PM meeting is confirmed at the 801 Local in a private dining room which they will summarize what they found during the day and next steps. Alderperson Mannion asked if this was a required meeting. The Mayor asked everyone to please attend. She stated that the room is a smaller room, so it will be better in a smaller setting. Everyone will try.

Attorney O’Keefe requested a fuller understanding of what this meeting will entail. The Mayor stated it is a summary of the meetings that the City has had all day long and the next steps for the HR Recruiting process. Attorney O’Keefe stated that the meeting can certainly be held at 801 Local but would suggest it not be held as a closed meeting. He stated that records relating to applicants for employment are closed by the ordinances adopted by the Board of Alderpersons, this doesn’t pertain to the applications for employment but the process to solicit applications nor would this be closed under the personnel exception since the merit of performance of any identified candidate will not be discussed.

Mayor Hatfield asked Ms. Ross to post the entire schedule.

Discussion was held.

2. 1.B IT Strategic Plan & Road Map:

Mayor Hatfield gave a brief summary of the IT Strategy from World Wide Technology and the roadmap with external resources and expertise, including the estimated cost for the updated website refresh and telephones that should have been completed by 3rd Quarter of 2024.

Discussion was held.

MOTION: Alderperson Millman made a motion and Alderperson Kilker made a second to have Ms. Ross initiate a contract with World Wide Technology to assist in completing the detailed roadmap including the website management and look into bringing on an IT Contract Manager, IT Architect and IT Security Support. The vote was unanimous. **MOTION PASSED.**

3. E & G Comprehensive Plan Status of Aligning Zoning Code:

Mayor Hatfield gave a synopsis of the Implementation Matrix Items 1, 2, 3 & 4.2. Mayor Hatfield recommended a vote directing Ms. Ross to initiate an extension of H3 Studio’s contract for no more than the amount of the current contract extension provided for Building District 2. Mayor Hatfield stated initiate an

extension of H3 Studio's contract to work on Business District 1, to align the ordinances with our Strategic Plan Priority No. B and with the 2050 Comprehensive Plan Goal Item Nos. 7, 6.3 and 4.4.

Discussion was held.

Aldersperson Mullis excused himself from the meeting at 6:58 PM.

MOTION: Aldersperson Griesedieck made a motion and Aldersperson Mannion made a second to have Ms. Ross to initiate an extension with Studio H3 to redo this agreement for Business District 1, the same as Business District 2, with a limit or cap of \$50,000. The vote was unanimous. **MOTION PASSED.**

Mayor Hatfield gave a brief Discussion was held on Business District 3 which is everything North of Highway 64.

MOTION: Aldersperson Millman made a motion and Aldersperson Griesedieck made a second to have Ms. Ross to initiate a process with Shockey Consultants to revise contracts. The vote was unanimous. **MOTION PASSED.**

NEW BUSINESS:

1. **Bill No. 2024-2097:** An ordinance repealing Section 205.140 of the Code of Ordinances of the City of Frontenac and enacting a new Section 205.140 in lieu thereof to update the Fire Department Street Obstruction Section.

Mayor Hatfield asked for the Bill to be tabled.

2. **Resolution No. 2024-578:** A resolution authorizing the City Administrator, on behalf of the City of Frontenac, Missouri, to enter into an agreement with Wohlf Building Companies for a kitchen renovation for the fire department.

Mayor Hatfield asked for a motion to approve Resolution No. 2024-578.

MOTION: Aldersperson Millman made a motion and Aldersperson Mannion made a second to approve Resolution No. 2024-578.

Mayor Hatfield asked Ms. Cooper for a roll call of the Board of Alderspersons.

ROLL CALL VOTE: Aldersperson Griesedieck "Aye"; Aldersperson O'Brien, "Aye"; Aldersperson Millman "Aye"; Aldersperson Kilker, "Aye"; and Aldersperson Mannion "Aye". The vote was unanimous. **MOTION PASSED by a vote of 5-0.**

MEETING ADJOURNMENT

Mayor Hatfield asked for a motion to adjourn the meeting.

MOTION: Alderperson Millman made a motion and Alderperson Kilker made a second to the motion to adjourn the meeting. The vote was unanimous. **MOTION PASSED.**

The meeting was adjourned at 7:31 p.m.