



**MINUTES OF THE
CITY OF FRONTENAC
BOARD OF ALDERPERSONS
WEDNESDAY, FEBRUARY 19, 2025**

The February 19, 2025, the regular meeting of the Board of Alderpersons of the City of Frontenac was called to order at 6:01 p.m. with Kate Hatfield, presiding.

The Alderpersons present were Pat Kilker, Scott Mullis, Jamie Griesedieck (via Zoom), Tom O'Brien, and Dan Millman. Alderperson Meg Mannion was absent.

We have a quorum for tonight's meeting.

Also, in attendance were City Attorney Kevin O'Keefe, Interim City Administrator/City Clerk, Leesa Ross; Police Chief, Mark Guttman; 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 AGENDA

Mayor Hatfield requested to remove the Board of Alderpersons Minutes of December 17, 2024 and January 21, 2025 until next month.

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

MOTION: Alderperson O'Brien made a motion and Alderperson Kilker made a second to approve and adopt tonight's amended agenda. **MOTION PASSED by a vote of 4-1.**

MAYOR'S COMMENTS, REPORTS AND APPOINTMENTS

The Mayor recognized the following employees on their anniversary.

Mark Guttman	35 Years, Police Department
Leesa Ross	34 Years, City Hall
Richard Helm	15 Years, Police Department
Chad Fallart	12 Years, Fire Department

The Mayor stated for clarification on the December minutes, Alderman O'Brien requested the passwords for Quantum Workplace and she responded that she does not have any City passwords and has never had any. The City Clerk is the official keeper of record and would have that information.

She stated that Kevin O'Keefe responded to the request from the Chair of the Planning and Zoning Committee. Mr. O'Keefe stated that the information provided was marked as attorney/client privilege information and closed under the city's ordinances. He added that if she and the Board would like to circulate the information to city officials and capacity, it would no longer be privileged information.

COMMENTS – BOARD OF ALDERMEN

Alderman O'Brien requested to know if the Mayor has access to a Facebook account for the City. Mayor Hatfield said she does have access, but not administrative rights. She can invite people, but that's it. Alderman O'Brien then asked if this meeting was a regular Board meeting or a special Board meeting because there is a calendar of meetings that was voted on but Mayor Hatfield cannot produce the date of the vote. Mayor Hatfield stated that she is not the keeper of the minutes or records of the city.

CONSENT AGENDA

1. **Minutes:** December 17, 2024, and January 21, 2025
2. **Warrant List:** January 1, 2025 – January 31, 2025
3. **Resolution No. 2025-588:** A resolution approving kitchen remodel change orders for additional repairs by Wohlf Building Companies for the fire department kitchen remodel.

MOTION: Alderperson Kilker made a motion and Alderperson Mullis 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 Kilker, "Aye", Alderperson Mullis, "Aye"; Alderperson Griesedieck, "Aye"; Alderperson O'Brien, "Aye"; and Alderperson Millman, "Aye". The vote was unanimous.
MOTION PASSED by a vote of 5-0.

REPORTS OF OFFICERS AND COMMITTEES AND APPROVED MINUTES

Planning & Zoning Committee.....None
Ways & Means Committee.....None
Public Works Commission.....October and November 2024
Building Permit Report.....December 2024

Mayor Hatfield stated the above reports will stand as submitted.

CITY STAFF REPORTS

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

Ms. Ross requested the removal of the January Ways & Means minutes and stated that the Ways & Means Committee will continue to review the Comprehensive Long-Range Facility Plan that the Mayor had requested.

- **Financials:**

Ms. Bennett stated that since they did not have a Ways & Means Meeting for January she requests that we present at the March meeting.

- **Courts:**

Ms. Ross stated that the court system is completely transferred over to Show-Me Courts and is saving approximately \$300.00 a month. The Mayor added that our Court Administrator, Joyce Lee, was the first city to complete the transfer along with being short-staffed. She stated that we would have confirmation next month but the budgeted revenues for the courts were no more than the prior three years of actual collected revenue.

UNFINISHED BUSINESS

1. **To reconsider Bill No. 2024-2099:** An ordinance adopting a new section of the Frontenac City Code establishing the “BD” Business District Zoning District and enacting regulations pertaining thereto; and amending Section 405.020 to include the “BD” Business District.

Aldersperson Kilker stated that three changes should be considered to approve Bill No. 2024-2099. The first change is the build-to setback line along Clayton Road. He detailed that Section C.3.d.i. should be changed to read “A line parallel to and thirty-five (35) feet north of the northernmost right-of-way line of Clayton Road.” He added that all notations and figures in the draft should match a “35-foot Clayton Road Build-To Line.” The second change is the Height Zone 1 Clayton Road. Aldersperson Kilker requested Section C.3.g.i.b)1) Minimum Building Height to read “21 feet above mean grade of Clayton Road curb elevation” and delete Section C.3.g.i.b)2) Maximum Building Height. The third change is Section C.3.e.i Percentage of Build-To Line occupied by buildings, and add the “Maximum percentage of Build-To-Line that shall be occupied by buildings: 85%.”

Mayor Hatfield asked for a motion to withdraw the referral to the Planning & Zoning Committee to reconsider their unanimous vote on approval of the Building District for commercial zoning changes recommended by the City’s expert consultant.

Alderson Mullis stated he is opposed to this. He would like to understand the justification for the requested changes. He stated that we had set in motion last time a process for Planning and Zoning to go back and consider these changes.

Discussions with members took place.

MOTION: Alderson Kilker motioned and Alderson O'Brien seconded to withdraw the Board of Aldersons prior referral of Bill No. 2024-2099 to the Planning and Zoning Committee.

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

ROLL CALL VOTE: Alderson Mullis, "Nay", Alderson Griesedieck, "Aye"; Alderson O'Brien, "Aye"; Alderson Millman, "Aye"; and Alderson Kilker, "Aye". The vote was passed. **MOTION PASSED by a vote of 4-1.**

Alderson Mullis requested that we vote individually on each of the requested changes per Alderson Kilker.

MOTION: Alderson Kilker motioned and Alderson O'Brien seconded to decrease the 70-foot setback to a 35-foot setback on Clayton Road.

Discussions with members took place.

Alderson Mullis stated that he opposed the way these changes are being handled and the process that disregards the residents' previous input.

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

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

MOTION: Alderson Kilker motioned and Alderson O'Brien seconded to reduce the 26-foot height minimum to 21 feet in Section C.3.g.i.b)1).

Discussions with members took place.

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

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

Mayor Hatfield asked for a second reading of Bill No. 2024-2099.

Bill No. 2024-2099: An ordinance adopting a new section of the Frontenac City Code establishing the “BD” Business District Zoning District and enacting regulations pertaining thereto; and amending Section 405.020 to include the “BD” Business District.

MOTION: Alderman Millman motioned and Alderman Kilker seconded the approval of Bill No. 2024-2099 with changes approved changes.

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

ROLL CALL VOTE: Alderperson Mullis, “Aye”; Alderperson Griesedieck, “Aye”; Alderperson O’Brien, “Aye”; Alderperson Millman, “Aye”; and Alderperson Kilker, “Aye”. The vote was passed. **MOTION PASSED by a vote of 5-0.**

NEW BUSINESS

Bill No. 2025-2104: An ordinance amending the personnel handbook for the City of Frontenac.

This bill is in reference to paid paternal leave of three weeks within one year for all employees.

MOTION: Alderman Millman motioned and Alderman Kilker seconded the approval of Bill No. 2025-2104.

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

ROLL CALL VOTE: Alderperson Mullis, “Aye”; Alderperson Griesedieck, “Aye”; Alderperson O’Brien, “Aye”; Alderperson Millman, “Aye”; and Alderperson Kilker, “Aye”. The vote was passed. **MOTION PASSED by a vote of 5-0.**

Resolution No. 2025-590: A resolution approving an agreement with H3 Studio to complete a zoning code update.

Mayor Hatfield asked for a motion to withdraw Resolution No. 2025-590.

MOTION: Alderman Mullis motioned and Alderman Kilker seconded the approval to withdraw Resolution No. 2025-590.

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

ROLL CALL VOTE: Alderperson Griesedieck, “Aye”; Alderperson O’Brien, “Aye”; Alderperson Millman, “Aye”; Alderperson Kilker, “Aye”; and Alderperson Mullis, “Aye”. The vote was passed. **MOTION PASSED by a vote of 5-0.**

Resolution No. 2025-589: A resolution approving kitchen remodel change orders for additional repairs by Wohlf Building companies for the fire department kitchen remodel.

Ms. Ross explained the kitchen remodel change orders for \$3,146.35. Assistant Chief Halloran addressed the Board and explained in detail the changes.

Mayor Hatfield asked for a motion to approve Resolution No. 2025-589.

MOTION: Alderperson Kilker made a motion and Alderperson Millman seconded to approve Resolution No. 2025-589.

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

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

Mayor Hatfield stated that Alderperson Kilker wanted to address the Resolution of the New Police Chief, but there wasn't a resolution in the packet. Ms. Ross stated she was not told to prepare one, nor was one ever prepared in the past for this position.

Alderperson Griesedieck left the meeting at 8:15 pm.

M. EXECUTIVE SESSION FOR R.S. MO 610.021 (12) CONTRACT NEGOTIATIONS

Mayor Hatfield asked for a motion to go into Executive Session for R.S. MO 610.021 (12) Contract Negotiations.

MOTION: Alderperson Millman made a motion and Alderperson Mullis made a second to the motion to go into executive session for purposes of R.S. MO 610.210 (12) contract negotiations.

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

ROLL CALL VOTE: Alderperson Kilker, "Aye"; Alderperson Mullis, "Aye"; Alderperson O'Brien, "Aye" and Alderperson Millman, "Aye". All Alderpersons present voted "Aye." The vote was unanimous. **MOTION PASSED by a vote of 4-0.**

The meeting was adjourned at 8:247 p.m.