



**MINUTES OF THE
CITY OF FRONTENAC
BOARD OF ALDERPERSONS
TUESDAY, AUGUST 19, 2025**

The August 19, 2025, regular meeting of the Board of Alderpersons of the City of Frontenac was called to order at 6:00 p.m. with Mayor Pat Kilker, who is presiding.

The Pledge of Allegiance was stated.

A. ROLL CALL

The Alderpersons present were Dan Millman, Scott Mullis, Tim Sant, Annie DiPasco, Jamie Griesedieck, and Tom O'Brien.

Ms. Ross noted a quorum for tonight's meeting.

Also, in attendance were City Administrator, Andrea Muskopf; City Attorney Kevin O'Keefe; City Clerk, Leesa Ross; Police Chief, Craig Picha; Fire Chief, Floyd Blake; Assistant Fire Chief, Kevin Halloran; Public Works Director, Jeff Wappelhorst; Finance Officer, Lea Ann Bennett; and Building Commissioner, David Fairgrieve.

B. MOTION TO APPROVE THE AGENDA

Mayor Kilker requested a motion to approve tonight's agenda.

MOTION: Alderperson Millman made a motion and Alderperson Mullis made a second to the motion to approve and adopt tonight's agenda. **MOTION PASSED by a vote of 6-0.**

C. PUBLIC FORUM

Kalen Hodgest asked if the preliminary subdivision plat for 11440 S. Forty Drive was on tonight's meeting agenda. Ms. Ross stated no. It will be set for the next regularly scheduled meeting on Tuesday, September 30.

D. MAYOR'S COMMENTS, REPORTS AND APPOINTMENTS

Mayor Kilker stated Frontenac Forward, which includes the Geyer Road Phase 1, upcoming Geyer Road Phases 2 & 3 project, the Spoede Road Bridge replacement next year, and the upcoming development of Le Chateau which will more than likely occur within the upcoming months.

Mayor Kilker introduced Andrea Muskopf as the city's new CA. He referenced her experience, with Clayton, Creve Coeur and Ellisville. He also gave some background information about her family. Everyone welcomed and applauded Ms. Muskopf.

Mayor Kilker thanked City Clerk, Leesa Ross, a 34 year employee of the city for her exemplary service, especially in her role serving 15 months as the interim city administrator. Everyone applauded Ms. Ross.

Mayor Kilker advised of an opening on the Zoning Board of Adjustment. He stated he would like to appointment Elizabeth Hartwig of Bridle Lane at the Zoning Board of Adjustment. Alderperson O'Brien stated Ms. Hartwig was a former member of the Planning & Zoning Commission and her contribution to the committee was good, and he believes she will be a great member of the Zoning Board of Adjustment.

Mayor Kilker requested a motion to approve the appointment of Elizabeth Hartwig to the Planning & Zoning Commission.

MOTION: Alderperson O'Brien made a motion and Alderperson Sant made a second to the motion to approve the appointment of Elizabeth Hartwig to the Planning & Zoning Commission. **MOTION PASSED by a vote of 6-0.**

E. COMMENTS – BOARD OF ALDERMEN

No comments were made at this time.

F. CITY STAFF REPORTS

- **City Clerk**

Ms. Ross thanked the board for allowing her to serve as Interim City Administrator the past 15 ½ months.

- **Finance Report – June 2025**

Ms. Bennett stated financials were in the meeting packets, but they are not counting the accruals. The numbers will change. She stated she does not expect us not to meet expectations for sales tax. The reasoning is reporting issues. She also stated accruals within 60 days of year end, which won't be in FY24-25 budget. The auditors will be here on September 22. Setting the tax rate is the reason for delaying our meeting until September 30. There was discussion regarding how the senior tax freeze will affect the city. Ms. Bennett stated she does not believe it will, as someone's tax is frozen, the amount owed by be spread out among everyone else.

G. CONSENT AGENDA

1. **Minutes** of June 17, 2025, Board of Alderpersons meeting.
2. **Warrant Lists**: June 1, 2025 – June 30, 2025

3. **Resolution No. 2025-600**: A resolution authorizing the purchase of one detective bureau vehicle for the Frontenac Police Department.
4. **Resolution No. 2025-601**: A resolution authorizing the purchase of riot gear for the Frontenac Police Department from grant funds.
5. **Resolution No. 2025-602**: A resolution authorizing the approval of an agreement for asphalt street paving.
6. **Resolution No. 2025-603**: A resolution authorizing the purchase of furniture for the Frontenac Police Department.
7. **Resolution No. 2025-604**: A resolution authorizing the purchase of equipment and services to change and update the access control and CCTV cameras in and around the municipal complex buildings.
8. **Resolution No. 2025-605**: A resolution authorizing the approval of the purchase of a calcium chloride tank with pump for the Public Works Department.
9. **Resolution No. 2025-606**: A resolution authorizing the approval for the purchase of miscellaneous tools and other small items needed for the new rescue pumper.

MOTION: Alderperson O'Brien made a motion and Alderperson DiPasco has made a second to approve the consent agenda.

Mayor Kilker asked Ms. Ross for a vote of the Board of Alderpersons.

ROLL CALL VOTE: Alderperson Mullis, "Aye"; Alderperson Sant, "Aye"; Alderwoman DiPasco, "Aye"; Alderperson Griesedieck, "Aye"; Alderperson O'Brien, "Aye"; and Alderperson Millman, "Aye". The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

H. NEW BUSINESS

1. Tenant Use Approval for Harrison LLP to occupy the second floor of 10401 Clayton Road:

The petitioner was not present. There is a need for approval as 10401 Clayton Road is in the planned development district and there are restrictions on how much office space is allowed in the PD district.

MOTION: Alderperson Millman made a motion and Alderperson O'Brien made a second to the motion to approve the tenant use for Harrison LLP to occupy the second floor of 10401 Clayton Road. All Alderpersons voted "Aye". The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

2. **Bill No. 2025-2115:** An ordinance to adopt Chapter 125 of the Code or Ordinances of the City of Frontenac, Missouri regarding conflicts of interest.

Mr. O'Keefe explained this bill and the requests of reporting to the Missouri Ethics Commission. The requirement is to adopt the bill every other year, but the city elects to adopt it each year.

Mayor Kilker asked for a second reading of Bill No. 2025-2115.

MOTION: A motion was made by Alderperson Mullis and seconded by Alderperson Griesedieck for a second reading of Bill No. 2025-2115. All Alderpersons present voted "Aye". The vote was unanimous.
MOTION PASSED.

Bill No. 2025-2115: An ordinance to readopt Chapter 125 of the Code of Ordinances of the City of Frontenac, Missouri regarding conflicts of interest.

MOTION: Alderperson Griesedieck made a motion and Alderperson Mullis seconded the approval of Bill No. 2025-2115.

Mayor Kilker asked Ms. Ross for a vote of the Board of Alderpersons.

ROLL CALL VOTE: Alderperson Sant, "Aye"; Alderperson DiPasco, "Aye"; Alderperson Griesedieck, "Aye"; Alderperson O'Brien, "Aye"; Alderperson Millman, "Aye"; and Alderperson Mullis, "Aye". The vote was passed. **MOTION PASSED by a vote of 6-0.**

3. **Bill No. 2025-2116:** An ordinance authorizing the mayor to execute and enter into a contract governing compensation for legal services for the city attorney.

There were no questions regarding this bill.

Mayor Kilker asked for a second reading of Bill No. 2025-2116.

MOTION: A motion was made by Alderperson O'Brien and seconded by Alderperson Millman for a second reading of Bill No. 2025-2116. All Alderpersons present voted "Aye". The vote was unanimous.
MOTION PASSED.

Bill No. 2025-2116: An ordinance authorizing and directing the mayor to execute and enter into a contract governing compensation for legal services by the city attorney.

MOTION: A motion was made by Alderperson Griesedieck and seconded by Alderperson Mullis to approve Bill No. 2025-2116.

Mayor Kilker asked Ms. Ross for a vote of the Board of Alderpersons.

ROLL CALL VOTE: Alderperson DiPasco, “Aye”; Alderperson Griesedieck, “Aye”; Alderperson O’Brien, “Aye”; Alderperson Millman, “Aye”; Alderperson Mullis, “Aye”; and Alderperson Sant, “Aye”. The vote was passed. **MOTION PASSED by a vote of 4-0.**

I. ADJOURNMENT

Mayor Kilker asked for a motion to adjourn the meeting.

MOTION: Alderman Griesedieck made a motion and Alderperson O’Brien seconded the motion to adjourn the meeting.

The meeting was adjourned at 6:20 P.M.