



**MINUTES OF THE
CITY OF FRONTENAC
BOARD OF ALDERPERSONS
TUESDAY, NOVEMBER 18, 2025**

The November 18, 2025, regular meeting of the Board of Aldermen of the City of Frontenac was called to order at 6:00 p.m. with Mayor Pat Kilker, presiding.

The Pledge of Allegiance was stated.

A. ROLL CALL

The Aldermen present were Dan Millman, Scott Mullis, Tim Sant, and Jamie Griesedieck.

Annie DiPasco and Tom O'Brien were absent.

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 to remove Bill 2025-2123 and requested a motion to approve the amended agenda. Bill 2025-2123 will be placed on the December 16, 2025, meeting agenda.

MOTION: Alderman Griesedieck made a motion, and Alderman Millman made a second to the motion to approve tonight's amended meeting agenda. **MOTION PASSED by a vote of 4-0.**

C. PUBLIC FORUM

No comments were made at this time.

D. MAYOR'S COMMENTS, REPORTS AND APPOINTMENTS

Mayor Kilker stated he would like to appointment the following individuals to the Upper West End Park Community Improvement District:

Jamie Griesedieck, 4 year term

Mark Brennan, 4 year term
Amy Boltzman, 2 year term
Jennifer Brinkman, 2 year term
Kevin Corrigan, 2 year term

MOTION: A motion was made by Alderman Griesedieck and a second was made by Alderman Sant to appoint the five members to the Upper West End Park Community Improvement District. All Aldermen present voted "Aye". The vote was unanimous. **MOTION PASSED**.

E. COMMENTS – BOARD OF ALDERMEN

No aldermen made comments at this time.

F. REPORTS OF OFFICERS AND COMMITTEES AND MINUTES:

- | | |
|----------------------------------|----------------------------|
| 1. Planning & Zoning Commission: | October 2025 |
| 2. Ways & Means Committee: | October 2025 |
| 3. Public Works Commission: | October 2025 |
| 4. Building Permit Report: | September and October 2025 |

Mayor Kilker stated the reports will stand as submitted.

G. CITY STAFF REPORTS

- **City Administrator**

Discussion: Ordinance 340.350 Operation and Use of Motor Scooters

Chief Picha presented the discussion topic. He stated motor scooters are prohibited for a person who does not have a drivers license. A resident of Woodgate questioned that her kids ride them to the middle school. He said he discussed them with police personnel. He said no other cities say to ride them a person must have a valid driver's license. They can't operate on major roads, and they should not be on sidewalks.

Alderman Millman asked how fast the motorized scooters go. A definition was read by Chief Picha, and he said the definition does not define speed, age, etc. He said they don't need a driver's license and can't ride on roads, and they need to comply with the road rules and must wear helmets.

Alderman Mullis asked were e-bikes part of this discussion, Chief Picha said no. He sent information to the city attorney, to change our regulations on e-bikes. This discussion is for motorized scooters. He asked if we should get rid of the necessity of a valid driver's license to ride. The scooters are boards. More discussion occurred on motorized bicycles. There was additional discussion on self-propelled motorized scooters. By the definition, it would be gas powered or electric. Alderman Sant asked is this like a powered skateboard. Chief Picha said yes, and he said a lot are electric. Alderman Millman stated

they may go 10-15 miles an hour. Alderman Sant said let them ride on sidewalks. Chief Picha stated most residential streets don't have sidewalks, and that he is trying to find a happy medium, to maintain safety.

Mayor Kilker stated there are more concerned with the motor bikes. Chief Picha stated the ordinance has parental responsibility. Chief Pichas was asked what surrounding communities do. He said most don't have stipulation that they should have a driver's license. Alderman Mullis asked are they required to wear helmets. Chief Picha said now, no, but said we will ask that they wear a helmet. The board said he should pursue this topic for a future meeting. Alderman Griesedieck said we should also look at the watts and said the e-bikes are what we have issues with, and we should handle them like a motorcycle.

- **City Clerk**

Ms. Ross reminded everyone of the election filing date that begins on Tuesday, December 9 at 8:00 a.m. and closes on December 30 at 5:00 p.m. There is one position for aldermen for wards 1, 2 and 3.

- **Finance Report – October 2025**

Ms. Bennett stated revenue is up \$362,000, which is misleading, due to grant revenue. Grant revenue goes back into last year's budget and overall sales tax is under budget and down \$100,000. Expenses are even, at approximately \$20,000 over budget. Sales tax is behind budget by 10%.

H. CONSENT AGENDA

1. **Minutes** of September 30, 2025, Board of Aldermen meeting.
2. **Warrant Lists**: August 1 through October 31, 2025
3. **Resolution No. 2025-611**: A resolution authorizing the approval of a replacement lawn mower for the public works department.
4. **Resolution No. 2025- 612**: A resolution authorizing the purchase of bullet proof vests for the police department.
5. **Resolution No. 2025-613**: A resolution authorizing the purchase of new Omega Rifle Plates for the police department.
6. **Resolution No. 2025-614**: A resolution authorizing the purchase of load bearing outer vest carriers for the police department.
7. **Resolution No. 2025-615**: A resolution authorizing an extension of the agreement with Shockey Consulting Services, LLC, for planning and consulting services.

Ms. Bennett stated all of these items are budgeted.

MOTION: Alderman Sant made a motion to approve the consent agenda and Alderwoman Mullis made a second to the motion.

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

ROLL CALL VOTE: Alderman Mullis, “Aye”; Alderman Sant, “Aye”; Alderman Griesedieck, “Aye”; and Alderman Millman, “Aye”. The vote was unanimous. **MOTION PASSED by a vote of 4-0.**

I. UNFINISHED BUSINESS

None

J. NEW BUSINESS

1. **Bill No. 2025-2122:** An ordinance appointing Khianna Ward DeGarmo as City Clerk for the City of Frontenac, Missouri and providing compensation for services.

Ms. Muskopf stated Ms. Ross submitted her letter of retirement effective June 1. The city clerk position was posted with a hiring range. There were 15 applicants, with initial screening interviews by herself and Ms. Ross. A second interview of several candidates were conducted by Mayor Kilker, Board of Aldermen members, herself and Ms. Ross. Ms. DeGarmo was the candidate selected, and she accepted the position. Ms. DeGarmo is set to begin employment on November 24.

Mayor Kilker asked for a second reading of Bill No. 2025-2122.

MOTION: A motion was made by Alderman Mullis and seconded by Alderperson Millman for a second reading of Bill No. 2025-2122. All Alderpersons present voted “Aye”. The vote was unanimous. **MOTION PASSED.**

Bill No. 2025-2122: An ordinance appointing Khianna Ward DeGarmo as City Clerk for the City of Frontenac, Missouri and providing compensation for services.

MOTION: Alderman Sant made a motion, and Alderman Mullis seconded the approval of Bill No. 2025-2122.

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

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

2. **Bill No. 2025-2123 was withdrawn from the agenda.**
3. **Bill No. 2025-2124:** An ordinance approving a Public Works emergency response mutual aid agreement.

Ms. Muskopf gave background on this bill. She stated it has been five years since the public works mutual aid agreement was last updated.

MOTION: A motion was made by Alderman Mullis and seconded by Alderman Griesedieck to approve Bill No. 2025-2124.

Mayor Kilker asked for a second reading of Bill No. 2025-2124.

Bill No. 2025-2124: An ordinance approving a Public Works emergency response mutual aid agreement.

MOTION: A motion was made by Alderman Millman and seconded by Alderman Mullis for a second reading of Bill No. 2025-2124. All Aldermen present voted “Aye”. The vote was unanimous. **MOTION PASSED.**

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

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

L. EXECUTIVE SESSION RSMO 610.021(3) PERSONNEL

Mayor Kilker asked for a motion to go into executive session for RSMO 610.021 (3) Personnel

MOTION: Alderman Griesedieck made a motion to go into executive session and Alderman Mullis made a second to the motion.

ROLL CALL VOTE: Alderman Mullis, “Aye”; Alderman Sant, “Aye”; Alderman Griesedieck, “Aye”; and Alderman Millman, “Aye”. The vote was unanimous. The motion passed by a vote of 4-0.

M. ADJOURNMENT

Mayor Kilker adjourned the meeting.

The meeting was adjourned at 6:25 p.m.