

CITY OF FRONTENAC



MINUTES OF THE CITY OF FRONTENAC BOARD OF ALDERPERSON MARCH 17, 2020

The March 17, 2020, regular meeting of the Board of Alderpersons of the City of Frontenac was called to order at 6:05 p.m. with Mayor Kate Hatfield, presiding. The Alderpersons present were Dan Millman, Nalini Mahadevan, Dan Kemper, Jamie Griesedieck and Tom O'Brien. Alderperson Brian Warner was absent.

Also, in attendance was City Administrator, Jaysen Christensen; City Clerk, Leesa Ross; City Attorney, Kevin O'Keefe; Fire Chief, Marc Ulses; Chief of Police, Mark Guttman; Public Works Director, Jeff Wappelhorst; Building Commissioner, John Morgan; and Finance Officer, Lea Ann Bennett.

The Pledge of Allegiance was stated.

A. MOTION TO APPROVE AGENDA

Mr. O'Keefe stated an amended agenda has been passed out adding #4 under new business. Mr. O'Keefe stated the reason this was not added in a timely matter was the necessity of compiling documents and getting the ordinance and documents in final form and the volatility of the current health crisis.

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

MOTION: Alderperson O'Brien made a motion and Alderperson Kemper seconded the approval of tonight's amended agenda. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED.**

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

No one made public comments at this time.

C. MAYOR'S COMMENTS

Mayor Hatfield made no comments at this time.

D. COMMENTS BY BOARD OF ALDERPERSON MEMBERS

Alderperson Millman inquired if the sidewalk on Clayton Road that runs from Ballas to Bopp on the south side of the street, can be extended to Frontenac. Mr. Wappelhorst stated the residents did not

want it extended and stated there is a wide shoulder which allows a walk path for people to walk and run.

Mayor Hatfield thanked Mr. Christensen and Chief Ulises and Chief Guttman on their efforts working with everyone regarding the recent Coronavirus. She thanked them for their effort.

E. REPORTS OF OFFICERS AND COMMITTEES AND APPROVED MINUTES

- | | | |
|----|---|---------------|
| 1. | Planning & Zoning Commission: | February 2020 |
| 2. | Ways & Means Committee: | None |
| 3. | Public Works Commission: | February 2020 |
| 4. | Building Commissioner
& Zoning Administrator | February 2020 |

Mayor Hatfield stated the above reports will stand as submitted.

F. CITY STAFF'S REPORTS

1. City Clerk

Ms. Ross had nothing to report.

2. Finance Officer

Ms. Bennett stated February's year to date numbers are down by 2 ½% and that is due to sales taxes, and timing. She said year to date expenses are down by 1 ½% which is due to fire department overtime, administration professional services and February's health insurance premium which was paid in March.

Ms. Bennett was asked how the Coronavirus will affect the city. She stated she did not know. She said she is aware that stores are closing. Alderperson Millman and Mayor Hatfield stated traffic is down at Plaza Frontenac and the St. Louis Frontenac Hilton Hotel. Alderperson Mahadevan stated LifeTime Fitness is currently closed due to the Corona outbreak.

3. City Administrator

Mr. Christensen stated he has drafted a response plan for the employees.

- The City will advance sick leave if an employee needs it to fight the illness.
- If an employee is sick, he is asking them to stay home.
- The city is limiting staff public contact and asks if employees need to meet with people, to do so in the conference room and distance themselves away from each other.
- Suggestion to stop all family visitors or non-essential visitors to city hall.
- Suggestion to suspend all occupancy inspections with the City of Crystal Lake Park.
- Suspend all public notary services.

- Limit the number of meetings held at City Hall.
- Limit or suspend training outside of City Hall.
- Limit or suspend travel outside of the city.
- Contract for extra cleaning of building and sanitizing of all surfaces.
- Contracted with Woodard for fumigation of the fire department and all counters. This should work for at least 14 days and up to 90 days.

Mr. Christensen stated he has a quote to fumigate the entire building for \$4,900.

Chief Ulises and Chief Guttman discussed how their departments are handling this and Chief Ulises stated he is most concerned about the lack of contamination suits but hopes to receive some Friday. They both stated the county has designated four quadrants, north, south, east and west, and stated if everyone in their departments are ill, mutual aid will work to assist other departments to make sure staffing is covered.

G. CONSENT AGENDA:

1. Regular Meeting, February 18, 2020
2. Warrant Lists, February 2020

MOTION: Alderperson O'Brien made a motion and Alderperson Kemper seconded the motion to approve the consent agenda.

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

H. UNFINISHED BUSINESS:

None

I. NEW BUSINESS:

1. Discussion of Strategic Plan
 - Mission, Vision, Values and Strategic Priorities

Mayor Hatfield made comments and stated there were two changes made. There was discussion by the Mayor and Board of Alderpersons.

Mayor Hatfield asked for a motion to approve the Strategic Plan.

MOTION: Alderperson Millman made a motion and Alderperson Kemper seconded the motion to approve the Strategic Plan. All Alderperson presented voted “Aye”. The motion passed unanimously. The motion passed by a vote of 5-0.

2. **Bill No. 2020-1956:** An ordinance amending Schedule III of the Code of Ordinances of the City of Frontenac to include one (1) no right turn on red sign.

Mayor Hatfield asked Chief Guttman to give background information on this bill.

Chief Guttman stated the city was asked to pass this by the City of Ladue and MoDOT. The request is for a no right turn on red at NB Lindbergh to EB Clayton. MoDOT will put up the sign. The reason for the sign, is the Plaza Frontenac sign on the SW Corner of Clayton and Lindbergh obstructs the view of cars. He said it was requested as cars can not exit from the NE corner of the shopping plaza in Ladue.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2020-1955.

MOTION: Alderperson O’Brien made a motion and Alderperson Millman seconded approval of the second reading of Bill No. 2020-1956. All Alderpersons present voted “Aye”. The vote was unanimous. **MOTION PASSED.**

Bill No. 2020-1956: An ordinance amending Schedule III of the Code of Ordinances of the City of Frontenac to include one (1) no right turn on red sign.

Mayor Hatfield asked for a motion to approve Bill No. 2020-1956.

MOTION: Alderperson O’Brien made a motion and Alderperson Griesedieck seconded approval of Bill No. 2020-1956.

Mayor Hatfield asked Ms. Ross for a poll vote.

ROLL CALL VOTE: Alderperson Kemper “Aye”; Alderperson Griesedieck, “Aye”; Alderperson O’Brien, “Aye”; Alderperson Millman, “Aye”; and Alderperson Mahadevan, “Aye”. The vote was not unanimous. **MOTION PASSED by a vote of 5-0.**

Bill No. 2020-1956 became Ordinance No. 2020-1910.

3. **Bill No. 2020-1957:** An ordinance amending the Frontenac Municipal Code pertaining to fireworks.

Mayor Hatfield asked Mr. Christensen to give background information on this bill.

Mr. Christensen said this is proposed as a safety issue for our residents. This is a way the city can monitor fireworks. He said they would only be issued as a special permit and will only be allowed to be launched at St. Joseph’s Academy. He said these would have to go by the NFPA Standards. Chief Ulises stated he will have to issue each permit and sign off on it. The conditions on fireworks are:

- They must be a non-profit entity requesting the permit.
- They must conform to state and federal laws
- They must be contained on St. Joseph's Academy Property.
- The city must notify all residents within 300 feet
- The operator must be licensed by the State of Missouri
- The operator must supply proof of insurance
- The display must conclude by 10:30 p.m.

Chief Ulises made additional comments. Mayor Hatfield stated this is a safety issue.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2020-1957.

MOTION: Alderperson O'Brien made a motion and Alderperson Millman seconded approval of the second reading of Bill No. 2020-1957. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED.**

Bill No. 2020-1957: An ordinance amending the Frontenac Municipal Code pertaining to fireworks.

Mayor Hatfield asked for a motion to approve Bill No. 2020-1957.

MOTION: Alderperson O'Brien made a motion and Alderperson Kemper seconded approval of Bill No. 2020-1957.

Mayor Hatfield asked Ms. Ross for a poll vote.

ROLL CALL VOTE: Alderperson Griesedieck, "Aye"; Alderperson O'Brien, "Aye"; Alderperson Millman; Alderperson Mahadevan, "Aye"; and Alderperson Kemper, "Aye". The vote was not unanimous. **MOTION PASSED by a vote of 5-0.**

Bill No. 2020-1957 became Ordinance No. 2020-1911.

4. **Bill No. 2020-1958:** An ordinance of the Board of Aldermen of the City of Frontenac, Missouri authorizing the issuance of a series of bonds by the Industrial Development Authority of the County of St. Louis, Missouri for the benefit of the Lind-Litz Community Improvement District and the Lind-Litz Transportation Development District; and authorizing and approving certain financing documents relating thereto and the taking of certain actions in connection therewith.

Mayor Hatfield asked Mr. O'Keefe to give background information on this bill.

Mr. O'Keefe stated this is the cities portion of the efforts regarding financing for the DESCO project, and CID. This allows for the IDA to issue bonds and also allows for the signing off on the remainder of the financing package for the property. Ms. Angela Odum of Armstrong Teasdale was present.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2020-1958.

MOTION: Alderperson Millman made a motion and Alderperson O'Brien seconded approval of the second reading of Bill No. 2020-1958. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED.**

Bill No. 2020-1958: An ordinance of the Board of Aldermen of the City of Frontenac, Missouri authorizing the issuance of a series of bonds by the Industrial Development Authority of the County of St. Louis, Missouri for the benefit of the Lind-Litz Community Improvement District and the Lind-Litz Transportation Development District; and authorizing and approving certain financing documents relating thereto and the taking of certain actions in connection therewith.

Mayor Hatfield asked for a motion to approve Bill No. 2020-1958.

MOTION: Alderperson O'Brien made a motion and Alderperson Kemper seconded approval of Bill No. 2020-1958.

Mayor Hatfield asked Ms. Ross for a poll vote.

ROLL CALL VOTE: Alderperson O'Brien, "Aye"; Alderperson Millman "Aye"; Alderperson Mahadevan, "Aye"; Alderperson Kemper, "Aye" and Alderperson Griesedieck, "Aye". The vote was not unanimous. **MOTION PASSED by a vote of 5-0.**

Bill No. 2020-1958 became Ordinance No. 2020-1912.

5. **Resolution No. 2020-433:** A resolution authorizing the Mayor on behalf of the City of Frontenac, Missouri, to enter into an agreement with H3 Studio, Inc. to update the comprehensive plan for the City of Frontenac.

Mr. Christensen stated the city has not received a contract and that he and Mr. Morgan are negotiating with H3 Studio, Inc. for their services to update the city's comp plan. He said he would request we table this bill until the April meeting.

MOTION: Alderperson O'Brien made a motion and Alderperson Millman seconded the motion to table Resolution 2020-433. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED.**

6. **Resolution No. 2020-434:** A resolution honoring Seymour Krout by expressing appreciation for his service.

Mayor Hatfield stated resident Seymour Krout has been a resident of the City of Frontenac since 1967 and served in the Korean War between 1951 and 1955. Mr. Krout has an Honor Flight to Washington DC in June. The family asked that the City recognize Mr. Krout.

Mayor Hatfield asked for a motion to approve this resolution.

Alderperson O'Brien made a motion and Alderperson Griesedieck seconded the motion to approve Resolution 2020-434. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED.**

J. EXECUTIVE SESSION FOR RSMO 610.021 (1) LEGAL (12) CONTRACT NEGOTIATIONS

MOTION: Alderperson O'Brien made a motion and Alderperson Griesedieck seconded to go into executive session for purposes of RSMO 610.021 (1) Legal (12) Contract Negotiations.

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

K. ADJOURNMENT

Mayor Hatfield asked for a motion and second to adjourn the meeting.

MOTION: Alderperson O'Brien made a motion and Alderperson Kemper seconded the meeting be adjourned. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED.**

The meeting adjourned at 6:52 p.m.