

CITY OF FRONTENAC



MINUTES OF THE CITY OF FRONTENAC BOARD OF ALDERPERSON DECEMBER 21, 2021

The December 21, 2021 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 Brian Warner; Dan Kemper (video); Jamie Griesedieck (video); Tom O'Brien; and Dan Millman (video). Meeting was held virtually for guests. Alderperson Nalini Mahadevan was absent.

Also, in attendance was City Administrator, Jaysen Christensen (in-person); City Clerk, Leesa Ross (in-person); City Attorney, Kevin O'Keefe (in-person); Police Chief, Mark Guttmann (in-person); Fire Chief, Marc Ulses (phone); Public Works Director, Jeff Wappelhorst (in-person); Finance Officer, Lea Ann Bennett (phone); and Building Commissioner, Jared Reid (in-person).

The Pledge of Allegiance was stated.

A. MOTION TO APPROVE AGENDA

MOTION: Alderperson Warner made a motion and Alderperson O'Brien seconded to approve the meeting agenda. All Alderpersons presented voted "Aye". The vote was unanimous. **MOTION PASSED.**

B. PUBLIC HEARING

1. Request of a preliminary subdivision plat for the property located at 10316 Anzeiger Avenue, zoned R-2.

Mr. Christensen stated there is a request of a preliminary subdivision plat for the property located at 10306 Anzeiger, which is currently a 6,250 square foot lot, that would create a non-conforming lot. This will consolidate the lot, in which one home is currently on, and one single family home will be built. The request is from Manlin Development. This will combine a portion of three lots into one property. There is one single family home vacant, to be demolished, to make one single family home.

2. Request of a preliminary subdivision plat for the property located at 10406 Anzeiger Avenue, zoned R-2.

Mr. Christensen stated there is a request of a preliminary subdivision plat for the property located at 10408 Anzeiger, which is currently 5,000 square feet, that would create a non-conforming lot. This will consolidate the lot, in which one home is currently on, and one single family home will be built. The request is from Manlin Development. This will combine two lots into one buildable lot.

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

No one made comments at this time.

D. MAYOR'S COMMENTS, REPORTS, APPOINTMENTS

Mayor Hatfield stated she submitted a report and stated we are at the end of an 18-month time with COVID, where friends and family suffered, but in spite of this, the city had an incredible amount of successes. She stated she appreciates the city staff.

E. COMMENTS BY BOARD OF ALDERPERSON MEMBERS

No Alderpersons made comments at this time.

F. REPORTS OF OFFICERS AND COMMITTEES AND APPROVED MINUTES

- | | | |
|----|---|---------------|
| 1. | Planning & Zoning Commission: | None |
| 2. | Ways & Means Committee: | None |
| 3. | Public Works Commission: | None |
| 4. | Building Commissioner
& Zoning Administrator | November 2021 |

Mayor Hatfield stated the above reports will stand as submitted.

Alderperson Millman asked about the audit. Mr. Christensen said It will go to Ways & Means Committee and Board of Alderpersons in January 2022.

G. CITY STAFF'S REPORT

1. City Clerk

Ms. Ross advised that the closing date and time for the election filing is, Tuesday, December 28 at 5:00 p.m.

Ms. Ross also reminded everyone of the city holiday party, which will be held on Thursday, December 23 at 11:30 a.m.

2. Finance Officer
 - November 2021 Financial Report

Ms. Bennett presented information on the November 2021 report and said sales tax continues to improve. She said revenue is up \$1 million from budget, and up 49%; and sales taxes are running up 52% from budget. She also stated expenses are up slightly.

Ms. Bennett stated the proposed final draft of the audit was sent out to the Ways & Means Committee. She also said the city was granted a 30-day extension for award submission, of the budget by January 31, 2022.

3. City Administrator

Mr. Christensen said he wanted to recognize, Chief Ulses, as this is his last board meeting. He said all city employees and elected officials are invited to his retirement party on Friday, January 7, 2022 at 12:00 p.m., where he will be recognized for his many years of service to the City of Frontenac.

Mr. Christensen gave an update on the comp plan and the requirement to hold an elected and appointed official meeting, with the Board of Alderpersons, Planning & Zoning Commission, Architectural Review Board and Chairpersons for the Public Works Commission and Board of Adjustment. He said he is looking for a date that is good for everyone in late January or early February.

4. Strategic Plan update from police, fire and building departments.

Mayor Hatfield stated she met with committee chairs and discussed the strategic plan goals and values. She stated the information is of value and is beneficial to communicate with residents. She requested that the thresholds are added. She asked the Board of Alderpersons for a vote of endorsements, and said the priorities remain the same.

MOTION: A motion was made by Alderperson O'Brien and was seconded by Alderperson Warner to accept and endorse the revised update to the strategic plan. All alderpersons presented voted "Aye". The motion passed unanimously.

Mayor Hatfield stated an example is under zoning, there should be a threshold of when permits or submitted versus when they are issued. She asked what the threshold is. She said she will request staff to come back with the thresholds.

H. CONSENT AGENDA:

1. Minutes – November 16, 2021
2. Warrant lists for November 1 – November 30, 2021

Mayor Hatfield asked for a motion to approve the consent agenda.

MOTION: Alderperson O'Brien made a motion and Alderperson Warner seconded the approval of the consent agenda.

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

I. UNFINISHED BUSINESS

There was no unfinished business.

J. NEW BUSINESS:

1. **Bill No. 2021-2011:** An ordinance authorizing a preliminary and final approval to re-subdivide the property located at 10316 Anzeiger Avenue, in the City of Frontenac, Missouri.

Alderperson Griesedieck stated as a representative of Ward 2, he is fine with the two proposals to re-subdivide properties at 10316 Anzeiger and 10408 Anzeiger.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2021-2011.

MOTION: Alderperson O’Brien made a motion and Alderperson Millman made a second for a second reading of Bill No. 2021-2011. All Alderpersons present voted “Aye”. The vote was unanimous.

MOTION PASSED.

Bill No. 2021-2011: An ordinance authorizing a preliminary and final approval to re-subdivide the property located at 10316 Anzeiger Avenue, in the City of Frontenac, Missouri.

Mayor Hatfield asked for a motion to approve Bill No. 2021-2011.

MOTION: Alderperson O’Brien made a motion and Alderperson Kemper seconded approval of Bill No. 2021-2011.

Mayor Hatfield asked Ms. Ross to call the roll.

ROLL CALL VOTE: Alderperson Warner, “Aye”; Alderperson Griesedieck, “Aye”; Alderperson Kemper, “Aye”; Alderperson O’Brien “Aye”; and Alderperson Millman, “Aye”. The vote was unanimous.

MOTION PASSED by a vote of 5-0.

Bill No. 2021-2011 became Ordinance No. 2021-1962.

2. **Bill No. 2021-2012:** An ordinance authorizing a preliminary and final approval to re-subdivide the property located at 10408 Anzeiger Avenue, in the City of Frontenac, Missouri.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2021-2012.

MOTION: Alderperson Griesedieck made a motion and Alderperson Millman seconded for a second reading of Bill No. 2021-2012. All Alderpersons present voted “Aye”. The vote was unanimous.

MOTION PASSED.

Bill No. 2021-2012: An ordinance authorizing a preliminary and final approval to re-subdivide the property located at 10408 Anzeiger Avenue, in the City of Frontenac, Missouri.

Mayor Hatfield asked for a motion to approve Bill No. 2021-2012.

MOTION: Alderperson Griesedieck made a motion and Alderperson O'Brien seconded approval of Bill No. 2021-2012.

Mayor Hatfield asked Ms. Ross to call the roll.

ROLL CALL VOTE: Alderperson Griesedieck, "Aye"; Alderperson Kemper, "Aye"; Alderperson O'Brien "Aye"; Alderperson Millman, "Aye"; and Alderperson Warner, "Aye". The vote was unanimous.

MOTION PASSED by a vote of 5-0.

Bill No. 2021-2012 became Ordinance No. 2021-1963.

3. **Bill No. 2021-2013:** An ordinance adopting and implementing a deer control policy and deer hunting regulations for the City of Frontenac.

Mr. O'Keefe stated this ordinance will enable the city to allow for archery hunting for deer control. The permit is issued to the property owner who will apply for it or endorse it. The property owner will be responsible for what happens. It does not allow someone to chase a deer or trespass. The property owners must notify neighbors if they choose to have an archery hunter on their property.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2021-2013.

MOTION: Alderperson Warner made a motion and Alderperson O'Brien seconded for a second reading of Bill No. 2021-2013. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED.**

Bill No. 2021-2013: An ordinance adopting and implementing a deer control policy and deer hunting regulations for the City of Frontenac.

Mayor Hatfield asked for a motion to approve Bill No. 2021-2013.

MOTION: Alderperson Warner made a motion and Alderperson O'Brien seconded approval of Bill No. 2021-2013.

Mayor Hatfield asked Ms. Ross to call the roll.

ROLL CALL VOTE: Alderperson Warner, "Aye"; Alderperson Griesedieck, "Aye"; Alderperson Kemper, "Aye"; Alderperson O'Brien "Aye"; and Alderperson Millman, "Aye". The vote was unanimous.

MOTION PASSED by a vote of 5-0.

Bill No. 2021-2013 became Ordinance No. 2021-1964.

4. **Bill No. 2021-2014:** An ordinance pertaining to the safe conduct of pedestrians.

Mr. O’Keefe stated this is intended to address the issue of panhandlers in the roadway. The courts found against the St. Louis County police on this issue. He said people are allowed to petition for other things. Distention of purpose of whether it was prohibited or permitted conduct. The city is about safety and the safe moving of traffic and pedestrians. This bill prohibits interactions of individuals and people in traffic lanes. Pedestrians can not engage with motor vehicles. A separate prohibition, pedestrians who impede the flow of traffic. You cannot distinguish with the righteous or purpose of the transaction. Mr. O’Keefe stated the Cities of Brentwood, Clayton ad O’Fallon recently passed similar legislation.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2021-2014.

MOTION: Alderperson Warner made a motion and Alderperson O’Brien seconded for a second reading of Bill No. 2021-2014. All Alderpersons present voted “Aye”. The vote was unanimous. **MOTION PASSED.**

Bill No. 2021-2014: An ordinance pertaining to the safe conduct of pedestrians.

Mayor Hatfield asked for a motion to approve Bill No. 2021-2014.

MOTION: Alderperson O’Brien made a motion and Alderperson Warner seconded approval of Bill No. 2021-2014.

Mayor Hatfield asked Ms. Ross to call the roll.

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

Bill No. 2021-2014 became Ordinance No. 2021-1965.

5. **Bill No. 2021-2015:** An ordinance adopting a diversity, equity, and inclusion policy and amending the Personnel Rules and Regulations of the City of Frontenac to include said policy.

Mayor Hatfield stated this was requested by Alderperson Mahadevan, and the city’s labor attorney added something to the policy. Mr. Christensen stated it is a one-page policy.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2021-2015.

MOTION: Alderperson O’Brien made a motion and Alderperson Millman seconded for a second reading of Bill No. 2021-2015. All Alderpersons present voted “Aye”. The vote was unanimous. **MOTION PASSED.**

Bill No. 2021-2015: An ordinance adopting a diversity, equity, and inclusion policy and amending the Personnel Rules and Regulations of the City of Frontenac to include said policy.

Mayor Hatfield asked for a motion to approve Bill No. 2021-2015.

MOTION: Alderperson Warner made a motion and Alderperson O'Brien seconded approval of Bill No. 2021-2015.

Mayor Hatfield asked Ms. Ross to call the roll.

ROLL CALL VOTE: Alderperson Griesedieck, "Aye"; Alderperson Kemper, "Aye"; Alderperson O'Brien "Aye"; Alderperson Millman, "Aye"; and Alderperson Warner, "Aye". The vote was unanimous.

MOTION PASSED by a vote of 5-0.

Bill No. 2021-2015 became Ordinance No. 2021-1966.

6. **Resolution No. 2021-473:** A resolution authorizing the Mayor, on behalf of the City of Frontenac, Missouri, to enter into an agreement with Fabrick Cat for the purchase and installation of a generator fuel tank.

Mr. Christensen said the large generator had a light go off recently showing a rupture in the fuel tank. The city called Fabick who said there is a rupture in the fuel tank and recommended we replace the fuel tank. The city filed a claim and the insurance company hired an engineer to come out and look at the tank, for the claim. Mr. Christensen said the tank needs replacement, but we don't want to jeopardize the insurance claim. Before we proceed, we need to make sure the investigation is complete. The replacement cost of the fuel tank is \$71,850. The tank went bad before the expected use, which is 25 years. Donan Engineering is the company hired to look into the tank rupture.

Alderperson O'Brien asked what the deductible is. Mr. Christensen said we are unsure and will need to check.

Mayor Hatfield asked for a motion to approve Resolution No. 2021-473.

MOTION: Alderperson Warner made a motion and Alderperson Millman seconded the approval of Resolution No. 2021-473.

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

Alderperson Millman stated BrickTop's is serving breakfast, Monday through Friday.

K. EXECUTIVE SESSION FOR R.S. MO 610.021 (1) LEGAL (12) CONTRACT NEGOTIATIONS AND ADJOURNMENT

MOTION: Alderperson Millman made a motion and Alderperson O'Brien second to go into executive session for purposes of RSMO 610.021 (1) Legal (12) Contract Negotiations and to adjourn the regular meeting.

ROLL CALL VOTE: Alderperson Millman, “Aye”; Alderperson Kemper, “Aye”; Alderman Griesedieck, “Aye”; Alderperson O’Brien, “Aye”; and Alderperson Warner, “Aye”. The vote was unanimous.
MOTION PASSED by a vote of 5-0.

The meeting was adjourned at 6:45 p.m.