



**MINUTES OF THE  
CITY OF FRONTENAC  
BOARD OF ALDERPERSON  
APRIL 19, 2022**

The April 19, 2022 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 Dan Kemper (in-person); Jamie Griesedieck (in-person); Tom O'Brien (in-person); Nalini Mahadevan (in-person); and Dan Millman (in-person). Meeting was held virtually for guests.

Also, in attendance was City Administrator, Jaysen Christensen (in-person); City Clerk, Leesa Ross; City Attorney, Kevin O'Keefe (in-person); Police Chief, Mark Guttman (person); Fire Chief, Floyd Blake (in-person); Assistant Fire Chief, Kevin Halloran; Public Works Director, Jeff Wappelhorst (in-person); and Building Commissioner, Jared Reid (video). Also, in attendance was City Building Consultant, Ellen Rottjakob.

**A. MOTION TO APPROVE AGENDA**

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

The Pledge of Allegiance was stated.

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

No one made comments at this time.

**C. CERTIFICATION OF ELECTION RESULTS**

City Clerk Ross read the certified election results:

**OFFICIAL ELECTION RESULTS - CITY OF FRONTENAC, ELECTION DATE, APRIL 5, 2022**

**WARD ONE**

|                   |        |
|-------------------|--------|
| Patrick Kilker    | 137    |
| Registered Voters | 946    |
| Ballots Cast      | 189    |
| Percentage Cast   | 19.98% |

## **WARD TWO**

|                   |        |
|-------------------|--------|
| Jamie Griesedieck | 108    |
| Jorge Sanchez     | 89     |
| Registered Voters | 862    |
| Ballots Cast      | 203    |
| Percentage Cast   | 23.55% |

## **WARD THREE**

|                   |        |
|-------------------|--------|
| Daniel Millman    | 119    |
| Registered Voters | 1044   |
| Ballots Cast      | 154    |
| Percentage Cast   | 14.75% |

The votes were certified by the St. Louis County Board of Election Commissioners on April 13, 2022.

### **D. VOTE TO APPROVE ELECTION RESULTS**

Mayor Hatfield asked for a motion to approve the certified results of the April 5, 2022, general municipal election.

**MOTION:** Alderperson O'Brien made a motion and Alderperson Kemper seconded to approve the certified election results from the April 5, 2022 election. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED.**

### **E. SWEARING IN OF NEWLY ELECTED OFFICIALS**

Ms. Ross swore in Alderpersons Patrick Kilker, Jamie Griesedieck, and Daniel Millman.

### **F. ROLL CALL**

Mayor Hatfield asked for a roll call.

Roll Call: Alderperson Kemper, Alderperson Kilker, Alderperson Mahadevan, Alderperson Griesedieck, Alderperson O'Brien, and Alderperson Millman, all present.

### **G. PRESENTATIONS**

Mayor Hatfield presented plaques to Mr. Dave Johnson for 23 years of dedicated service to the City of Frontenac, serving as Chairperson of the Board of Adjustment. The City also has a plaque for outgoing Alderperson Brian Warner who was unable to attend the meeting.

## H. MAYOR'S COMMENTS, REPORTS, APPOINTMENTS

Mayor Hatfield congratulated Brannan Austin on 10 years of service to the City of Frontenac. Ms. Leesa Ross has been elected to serve as Director of Eastern Division, to the Missouri City Clerks and Finance Officers Association. Her term will run May 1, 2022 through April 30, 2024,

Mayor Hatfield made the following appointments.

### Architecture Review Board

Reappoint Virginia Eckhoff to a two-year term

### Board of Adjustment

Amy Boltzman, Chair for one year

Stephen Nichols, Vice Chair for one year

Matt Cerretti for a five-year term

Jorge Sanchez to fill an unexpired term as an alternate member

### Planning & Zoning Commission

Ms. Kim Tompras as Chair, Kin Watkins as Secretary and reappoint Elizabeth Hartwig

### Ways & Means Committee

Reappoint Warren Winer, Tom Mug and Tim Sant to two-year terms. Reappoint Tim Sant to remain as Treasurer and Chairperson of Ways & Means, and to reappoint Emily Arneson as Assistant Treasurer

### Public Works Commission

Reappoint Bryon Crump and Scott Mullis to two-year terms and to appoint Mr. Crump as chair

Appoint Mark Hilton to serve a two-year term

**MOTION**: A motion was made by Alderperson Millman and seconded by Alderperson Kilker to approve Mayor Hatfield's appointments, listed above. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED**.

## I. COMMENTS BY BOARD OF ALDERPERSON MEMBERS

There were no comments at this time.

## **J. REPORTS OF OFFICERS AND COMMITTEES AND APPROVED MINUTES**

1. Planning & Zoning Commission: February 2022
2. Ways & Means Committee: March 2022
3. Public Works Commission: October 2021
4. Building Commissioner  
& Zoning Administrator March 2022

Mayor Hatfield stated the above reports will stand as submitted.

## **K. CITY STAFF'S REPORT**

1. City Clerk
  - Elected Officials Conference, June 9 – 10, 2022, Columbia MO

Ms. Ross presented information on the Missouri Municipal League's, Elected Officials Conference in Columbia, MO, Thursday, June 9 and Friday June 10. She encouraged all elected officials to attend.

2. Finance Officer
  - March 2022 Financial Report

No financial report was given.

3. City Administrator
  - Application for medical marijuana dispensary at 801 S. Lindbergh Blvd.

Mr. Christensen stated the city received an application for a medical marijuana dispensary. The city adopted an ordinance regulating this topic in 2020. The proposed location is 801 S. Lindbergh and it will be heard for a conditional use application before the Planning & Zoning Commission on Tuesday, April 26. A traffic study is in the works and could take four to six weeks. The estimated sales will be \$7 to \$10 million a year.

- Compensation Study Update

Mr. Christens stated CBIZ was hired to do an employee compensation study. A detailed survey of employee positions has been completed. They are looking at competitor cities, and the five contiguous cities and Brentwood. The first report is due in early May to consider for this year's budget process. They are also looking at market adjustments and any cost of living adjustments that competitor cities are making July 1<sup>st</sup>.

Mr. Christensen stated regarding WDCD dispatch calls response times, their current CAD software does not record times. They have to sample calls to give us an answer and the information is manually tracked. No complaints have been received. The times are low compared to other centers. WDCD is

budgeting a new CAD system, which is Motorola based. Software costs for the first year are approximately \$180,000 and going forward approximately \$80,000 annually.

#### 4. Strategic Plan Review

- Public Works Department

Mr. Wappelhorst gave an update on the Public Works Department. The four-person department maintains four city-owned streets, the municipal buildings, the generator, 18 city vehicles, six trailers, and seven other pieces of equipment, and are responsible for mowing of the interchange at Spoede Road and west I-64 at Lindbergh. He said they are back on track with Geyer Road. They will review 25 lots for construction easements. They are also working with MSD between Chipper and Steeplechase Lane. The right of way negotiations will take approximately six months to complete. There is one modification, and they are working with East-West Gateway. Phase II and Phase III topographic surveys are completed with an estimated design. The city will combine phases II and III. The city is funding engineering work. The Timberwyck/Briar Ridge Storm Water project is 85-95% complete. Another project, the Spoede Road Bridge, construction is to start in 2024. They are working on RFQs for construction engineering and inspection services. Public Works is also working on the Deer Creek Storm Protection Study, due to flooding on 8/9/2020. They are looking at sites for detention. Construction easements were also discussed. The Public Works Department is also working on a city vehicle maintenance plan. New vehicles are anticipated in the fall of 2022. Maintenance schedules are budgeted by each department. The city was awarded as a Tree City USA City.

Aldersperson Mahadevan stated the sidewalks at Clayton terrace needed to be cleaned up. Mr. Christensen said he will call someone with MoDOT.

#### 5. Discussion by Chief Blake

- 911 Call Response times

Chief Blake stated by the time they receive the call they respond within 1.06 seconds, and the national average is 1.54 seconds. He said this is based on a six-month time frame.

- Sale of Fire Pumper

Chief Blake stated since the arrival of the new Rosenbauer pumper, they have spent \$17,000 on a fire pumper which is sitting. That pumper has an issue with the pump which is estimated to cost between \$8,000 and \$12,000. Chief Blake stated he came up with an idea of selling the reserve truck. He said he reached out to several brokers who evaluated the truck and presented three prices. The department would keep a second ambulance and enter into a mutual aid agreement to use a reserve pumper, the agreement would be for them to use our reserve ambulance. The agreement would be with the Cities of Kirkwood, Ladue and Rock Hill, they could borrow one of our ambulances. The quote for the sale of the pumper was \$16,500 from a local vendor. The request is to advertise and receive bids for the sale of the reserve pumper. Also, this will not affect the city's ISO ratings, as the city will receive credits for having a reserve pumper, by using Ladue, Kirkwood, and Rock Hill's equipment.

**MOTION:** Alderperson O'Brien made a motion and Alderperson Millman seconded the motion to advertise for the sale of the reserve pumper and to enter into an agreement for mutual aid with the cities of Kirkwood, Ladue and Rock Hill for the use of their reserve pumpers. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED.**

Alderperson Millman asked would Mr. O'Keefe be involved in the sale and mutual aid contract. Mr. O'Keefe stated yes.

- Sale and purchase of command vehicle

Chief Blake stated he currently has a 2020 Tahoe with 59,730 miles. He stated he can capitalize on the current market and sell his vehicle for \$38,500 (bids were solicited through a broker). He said he is able to purchase a new vehicle for \$38,566, with an additional cost for emergency lights and change over costs which will be \$2400. The 2020 Tahoe was purchased two years ago for \$36,453.

**MOTION:** Alderperson Mahadevan motioned and Alderperson O'Brien seconded to sell the 2020 Tahoe and purchase a new 2022 Tahoe as a command vehicle for the fire chief. All Alderpersons present voted "Aye". Motion was unanimous. **MOTION PASSED.**

- Donation of expired turnout gear to Ukraine effort

Chief Blake stated he received an email from a group wanting to know if we had any expired turnout gear or equipment. He said the city has expired gear and expired medical supplies. The items were taken to Chicago, along with items from Webster Groves, Affton, and Clayton. The items will be sent to Ukraine and will help the soldiers fighting in the war. They hope to have pictures to share within five to ten days.

**L. CONSENT AGENDA:**

1. Minutes – March 15, 2022
2. Warrant lists for March 1 – March 31, 2022
3. **Resolution No. 2022-482:** A resolution repealing Resolution No. 2022-481 and enacting a new resolution authorizing the purchase of one replacement fire command vehicle for the Frontenac Fire Department.
4. **Resolution No. 2022-483:** A resolution repealing Resolution 2022-474 and enacting a new resolution authorizing the purchase of one additional police patrol vehicle for the Frontenac Police Department.

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

**MOTION:** Alderperson Kemper made a motion and Alderperson Kilker seconded the approval of the consent agenda.

**ROLL CALL VOTE:** Alderperson Kilker, “Aye”; Alderperson Kemper, “Aye”; Alderperson Mahadevan, “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 6-0.**

**M. UNFINISHED BUSINESS**

There was no unfinished business.

**N. NEW BUSINESS:**

1. **Bill No. 2022-2022:** An ordinance repealing the preliminary development plan approved by Ordinance No. 2022-1967 and approving an amended preliminary development plan for property at 11411 North Forty Drive.

The Board of Alderpersons did not request a presentation.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2022-2022.

**MOTION:** Alderperson O’Brien made a motion and Alderperson Kemper seconded for a second reading of Bill No. 2022-2022. All Alderpersons present voted “Aye” The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

**Bill No. 2022-2022:** An ordinance repealing the preliminary development plan approved by Ordinance No. 2022-1967 and approving an amended preliminary development plan for property at 11411 North Forty Drive.

Mayor Hatfield asked for a motion to approve Bill No. 2022-2022.

Alderperson Millman state he would recuse himself.

**MOTION:** Alderperson O’Brien made a motion and Alderperson Kemper seconded approval of Bill No. 2022-2022.

Mayor Hatfield asked Ms. Ross to call the roll.

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

**Bill No. 2022-2022 became Ordinance No. 2022-1973.**

2. Discussion of final site plan, Simon Homes.

Mr. Christensen stated no action is needed at this time, but it should be presented to the Board of Alderpersons for comments. The issue has been received by the Board of Alderpersons. The Board of Alderpersons has seen the revised site plan and has chosen to take no further action at this time.

3. **Bill No. 2022-2023**: An ordinance approving an intergovernmental agreement for certain plan review, permitting and inspection services.

Mr. Christensen stated Frontenac will provide permitting services for the Village of Westwood, currently handled by the County, for the new development at 11411 North Forty Drive. Everyone thought it would be best to have Frontenac do all the permitting and plan review. This agreement requires Frontenac, Westwood and County to sign off on. This will be for residential building and the land disturbance permit. Mr. Berger requested a change to the agreement in paragraph 3, "and provide Westwood with correspondence, plans and other documents". This has been reviewed by Mr. O'Keefe.

Mr. O'Keefe suggested an amendment to the bill by amending a new Exhibit "A" as circulated by the City Administrator.

**MOTION**: Alderperson O'Brien made a motion and Alderperson Millman seconded to amend Bill No. 2022-2023. All Alderpersons voted "Aye". All in favor. **MOTION PASSED**.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2022-2023 as amended.

**MOTION**: Alderperson made a motion and Alderperson seconded for a second reading of Bill No. 2022-2023 as amended. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

**Bill No. 2022-2023**: An ordinance approving an intergovernmental agreement for certain plan review, permitting and inspection services.

Mayor Hatfield asked for a motion to approve Bill No. 2022-2023 as amended.

**MOTION**: Alderperson Griesedieck made a motion and Alderperson Kemper seconded approval of Bill No. 2022-2023 as amended.

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"; Alderperson Mahadevan, "Aye"; and Alderperson Kilker, "Aye". The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

**Bill No. 2022-2023 became Ordinance No. 2022-1974.**

4. **Bill No. 2022-2024**: An ordinance of the City of Frontenac, Missouri, amending the Municipal Code of Ordinances, Section 230.330, Tampering.



Chief Guttman stated this is an enforcement action for vehicle break-ins. This is for individuals trying car door handles to gain access. This allows enforcement action, for individuals checking door handles. He said a lot of municipalities are passing this ordinance. Richmond Heights did it recently and so did St. Louis County.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2022-2024.

**MOTION:** Alderperson Mahadevan made a motion and Alderperson Kemper seconded for a second reading of Bill No. 2022-2024. All Alderpersons present voted “Aye” The vote was unanimous.

**MOTION PASSED by a vote of 6-0.**

**Bill No. 2022-2024:** An ordinance of the City of Frontenac, Missouri, amending the Municipal Code of Ordinances, Section 220.330, Tampering.

Mayor Hatfield asked for a motion to approve Bill No. 2022-2024.

**MOTION:** Alderperson Millman made a motion and Alderperson Mahadevan seconded of approval of Bill No. 2022-2024.

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”; Alderperson Mahadevan, “Aye”; and Alderperson Kilker, “Aye”. The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

**Bill No. 2022-2024 became Ordinance No. 2022-1975.**

5. **Resolution No. 2022-484:** A resolution authorizing the City Administrator, on behalf of the City of Frontenac, Missouri, to enter into an agreement for stormwater and related improvements at 10600 Clayton Road.

Mr. Christensen stated this is about the Sivore home at 10600 Clayton Road. There is no drain and water is overshooting the inlet and going into their yard, and flooding it, The Lochmueller Group has taken a look to improve the drainage issue. This will funnel the water to a storm inlet, to not overshoot the storm inlet and add a sidewalk, to prevent water from going into their yard. The property sits lower than Clayton Road. The city will have to raise the driveway. This will allow the city to go out to bid and proceed with the lowest qualified bid up to \$25000.

Alderperson Millman asked is Frontenac paying 100% of the cost. He asked when the city designed the street, did we know something, now that we didn’t know then. Is this our fault. Mr. Wappelhorst stated years ago Clayton was widened and the driveways were not adjusted. Two things flooding and damage to their driveway and some sinking. The proposal is to resurface the asphalt driveway. The bulk of the cost is at the street, fixing the inlet and street. Also fix the walkway. This is not to exceed \$25,000. Bids are due April 28. The city will schedule the lowest qualified bid, and will also allow the Sivore’s to park at City Hall while the repairs are completed. Alderperson Griesedieck asked why we should put in a dollar amount, as it is no different if we budgeted for the project

**MOTION:** Alderperson Kemper made a motion and Alderperson Kilker seconded approval of Resolution 2022-484.

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”; Alderperson Mahadevan, “Aye”; and Alderperson Kilker, “Aye”. The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

**O. EXECUTIVE SESSION FOR R.S. MO 610.021 (1) LEGAL AND TO ADJOURN THE MEETING**

**MOTION:** Alderperson Kemper made a motion and Alderperson Kilker seconded to go into executive session for purposes of RSMO 610.021 (1) Legal and adjourn the meeting.

**ROLL CALL VOTE:** Alderperson O’Brien, “Aye”; Alderperson Kemper, “Aye”; Alderperson Mahadevan, “Aye”; Alderperson Millman, “Aye”; Alderperson Kilker, “Aye”; and Alderperson Griesedieck, “Aye”. Motion was unanimous. **MOTION PASSED by a vote of 6-0.**

The meeting was adjourned at 7:12 p.m.