



**MINUTES OF THE  
CITY OF FRONTENAC  
BOARD OF ALDERPERSON  
SEPTEMBER 28, 2022**

The September 28, 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, Pat Kilker), Nalini Mahadevan, Jamie Griesedieck, Tom O'Brien and Dan Millman.

Also, in attendance was City Administrator, Jaysen Christensen; City Clerk, Leesa Ross; City Attorney, Kevin O'Keefe; Fire Chief, Floyd Blake; Assistant Fire Chief, Kevin Halloran; Finance Officer, Lea Ann Bennett; and Building Commissioner, Jared Reid.

**A. MOTION TO APPROVE AGENDA**

Mayor Hatfield asked for a motion to approve the meeting agenda as amended on Tuesday, September 27, 2022.

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

The Pledge of Allegiance was stated.

**B. PUBIC HEARING**

- 1) Setting of the 2022 tax rate for the City of Frontenac.

There were no comments made.

- 2) To discuss the rezoning of 903 S. Lindbergh Blvd., from PD-Planned Development to C-1 (Commercial).

Mayor Hatfield stated this was discussed and approved at yesterday's Planning & Zoning Commission meeting.

- 3) Discuss placing a six-month moratorium on all rezoning proposals within the City of Frontenac.

Alderperson O'Brien stated this was discussed and approved at yesterday's Planning & Zoning Commission meeting.

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

Ms. Shari Culleton of North Forty Drive and Ms. Priya Prasad of South Forty Drive both complained of the conditions of both North Forty Drive and South Forty Drive. Ms. Culleton requested the city take the road over from the Highway Department.

### **D. MAYOR'S COMMENTS, REPORTS, APPOINTMENTS**

Mayor Hatfield congratulated Officer Matt Brune on 20 years of service to the City. Mayor Hatfield asked if the October meeting could be changed to Tuesday, October 25. The Board decided to change the meeting date to Wednesday, October 26 at 6:00 p.m.

### **E. COMMENTS BY BOARD OF ALDERPERSON MEMBERS**

Aldersperson Kemper stated the repairs to the driveway of 10600 Clayton Road looks great. Mr. Christensen stated the residents are very happy with the repair. Aldersperson Kemper asked about the temporary sign for services that is up near the area of Clayton and Spoede. Mr. O'Keefe suggested the board discuss this topic in executive session. Aldersperson Kemper asked about the stream of water on Geyer Road. Mr. Christensen stated the city has looked into this and approached Missouri American Water. At this time, they do not know where the source of the water is.

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

- |    |                               |                      |
|----|-------------------------------|----------------------|
| 1. | Planning & Zoning Commission: | April 2022           |
| 2. | Ways & Means Committee:       | June 2022            |
| 3. | Public Works Commission:      | May 2022             |
| 4. | Building Permit Report:       | July and August 2022 |

Mayor Hatfield stated the above reports will stand as submitted.

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

1. City Clerk

Ms. Ross advised at the Missouri Municipal League Conference, she was confirmed as the candidate from Missouri for the IIMC Region VII Director. The State Association presented a resolution supporting her candidacy.

Ms. Ross stated the upcoming election filing dates are December 6 through December 27. The positions open are Mayor, and three Alderspersons, Ward I, II and III. The Alderspersons up for re-election are Dana Kemper, Nalini Mahadevan and Tom O'Brien.

2. Finance Officer

- July and August 2022 Financial Report

Ms. Bennett stated the accruals are complete and are ready for the auditors, who will be here on October 17. She said the tax increases and sales taxes are strong. Revenue is up 45% and expenses are down 10%. The net income is \$2.8 million which is a \$4.5 million-dollar swing. Revenue is up year to date by \$178,000, which is 13%, and expenses are down 3%, at \$33,000. She said we had a net loss of \$209,000 in the FY2021-2022 budget. She said sales taxes are doing well and are tracking 12% above budget.

3. City Administrator

Mr. Christensen suggested in October that the Board of Alderpersons begin meeting in the Board meeting and allowing the public to attend. People will still have the option to call in.

Mr. Christensen stated the Mayor and Board of Alderpersons has experienced email issues, and he said the IT department at Chesterfield suggested the board members each get a City of Frontenac email address. Alderperson Kilker stated having a dedicated city email, is a great idea.

Mr. Christensen stated an RFP for IT services will be going out soon.

Mr. Christensen gave an update on the West End Park streets. The work by Missouri Ameren Water is nearing completion and Mr. Wappelhorst will do a review of all the streets, and the city is looking to chip seal the streets.

Mr. Christensen stated the comp plan has a final focus group meeting with subdivision trustees on October 13. There will be one final public forum in November, with hopes of going to the Planning & Zoning Commission in December or January for adoption.

**H. CONSENT AGENDA:**

1. Minutes – July 19, 2022
2. Warrant lists for July 1 – August 31, 2022
3. **Resolution No. 2022-495**: A resolution authorizing the mayor of the City of Frontenac, Missouri, to enter into agreements with SSM Health for medical director services and other services, and to give 90-day notice to terminate the city's medical director agreement with Mercy Clinic East Communities.
4. **Resolution No. 2022-496**: A resolution approving an agreement with Bartlett & West for engineering and construction management services on the Spoede Road Bridge Replacement Project.

5. **Resolution No. 2022-497**: A resolution authorizing the mayor to execute into an agreement between the City of Frontenac and NASPO for the purchase of a vehicle rotary lift.
6. **Resolution No. 2022-498**: A resolution to purchase mattresses for the Frontenac Fire Department.
7. **Resolution No. 2022-499**: A resolution authorizing the Mayor to enter into an agreement with LEXIPOL to provide a law enforcement training manual and daily training bulletins.
8. **Resolution No. 2022-500**: A resolution authorizing the purchase of eight (8) Automated External Defibrillators (AED) for the Frontenac Police Department.
9. **Resolution No. 2022-501**: A resolution authorizing the purchase of in-car video recording systems for the Frontenac Police Department.
10. **Resolution No. 2022-502**: A resolution authorizing the City Administrator to issue notice to proceed to EDM Inc. on its proposal for professional services for project engineering on stormwater improvements near 2026 North Geyer Road and West Geyer Lane.
11. **Resolution No. 2022-503**: A resolution authorizing the City Administrator to issue notice to proceed to EDM Inc. on its proposal for professional services for project engineering on stormwater improvements near 11150 Conway Road and 2 Frontenac Place Drive.
12. **Resolution No. 2022-504**: A resolution authorizing the City Administrator to issue notice to proceed to EDM Inc. on its proposal for professional services for project engineering on stormwater improvements near the Hermitage Hill Subdivision and Sisters of Mercy Property.
13. **Resolution No. 2022-505**: A resolution authorizing the execution of an agreement between the City of Frontenac and STL Milling and Paving to provide street repairs on Cable Avenue and Gold Dust Avenue.
14. **Resolution No. 2022-506**: A resolution authorizing the execution of an agreement between the City of Frontenac and RGS Excavation Company to provide street repairs to Cable Avenue and Gold Dust Avenue.
15. **Resolution No. 2022-507**: A resolution authorizing the mayor to execute a Memorandum of Understanding with the St. Louis County Regional Grant for portable radios for the Frontenac Fire Department.

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

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

**ROLL CALL VOTE**: Alderperson Griesedieck, "Aye"; Alderperson Mahadevan, "Aye"; Alderperson Kilker, Alderperson O'Brien, "Aye"; Alderperson Millman, "Aye"; and Alderperson Kemper, "Aye". All Alderpersons present voted "Aye." The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

## **I. UNFINISHED BUSINESS**

There was no unfinished business.

## **J. NEW BUSINESS:**

There was discussion of Bills 2022-2035 and 2022-2036. Alderperson Millman stated if 2035 was not passed first, 2036 would not be allow it. Mayor Hatfield stated they both went to the Planning & Zoning Commission and 2036 is a temporary moratorium, only on zoning until the comprehensive plan is passed. Mr. O’Keefe stated the city can still approve conditional use permits, text amendments and subdivisions.

1. **Bill No. 2022-2035:** An ordinance of the City of Frontenac, Missouri, rezoning property from the “PD” planned development district to the “C-1” commercial district for property located at 903 S. Lindbergh Boulevard.

Ms. Rottjakob stated this was a zoning request from the owners of the property. The PD which was passed in 2005, would not allow for a hair salon, which is allowed in C-1 Commercial. This zoning change was approved by the Planning & Zoning Commission at their meeting yesterday.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2022-2035.

**MOTION:** Alderperson Millman made a motion and Alderperson Kilker made a second to the motion to approve a second reading of Bill No. 2022-2035. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

**Bill No. 2022-2035:** An ordinance of the City of Frontenac, Missouri, rezoning property from the “PD” planned development district to the “C-1” commercial district for property located at 903 S. Lindbergh Boulevard.

Mayor Hatfield asked Ms. Ross to call the roll.

**MOTION:** Alderperson Kilker made a motion and Alderperson Kemper made a second to the motion for approval of Bill No. 2022-2035.

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

**Bill No. 2022-2035 became Ordinance No. 2022-1986.**

2. **Bill No. 2022-2036:** An ordinance establishing a temporary moratorium on the consideration of rezoning applications in the City of Frontenac, Missouri, pending updating of the city’s comprehensive plan and land use regulations.

M. O’Keefe stated there is no implication of an application, as we want to preserve the status quo. The moratorium can end early by the Board of Alderpersons. If there is a need to extend the moratorium, it must go before the Planning & Zoning Commission, a public hearing held and a vote by the Board of Alderpersons.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2022-2036.

**MOTION:** Alderperson Griesedieck made a motion and Alderperson O’Brien made a second to the motion for a second reading of Bill No. 2022-2036. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

**Bill No. 2022-2036:** An ordinance establishing a temporary moratorium on the consideration of rezoning applications in the City of Frontenac, Missouri, pending updating of the city’s comprehensive plan and land use regulations.

Mayor Hatfield asked Ms. Ross to call the roll.

**MOTION:** Alderperson Griesedieck made a motion and Alderperson Kemper made a second to the motion to approval Bill No. 2022-2036.

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

**Bill No. 2022-2036 became Ordinance No. 2022-1987.**

3. **Bill No. 2022-2037:** An ordinance approving a preliminary subdivision plat for The Enclave of Frontenac and Westwood at 11411 North Outer Forty Drive.

Ms. Rottjakob stated this was reviewed by the Planning & Zoning Commission, Wednesday, and they recommended approval and requested Sterling Engineering add the utility easement for Ameren Missouri. Ms. Rottjakob stated there is a favorable recommendation by the Planning & Zoning Commission= and staff, and it is in compliance with the development plan.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2022-2037.

**MOTION:** Alderperson Kemper made a motion and Alderperson Kilker made a second to the motion for a second reading of Bill No. 2022-2037. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

**Bill No. 2022-2037:** An ordinance approving a preliminary subdivision plat for The Enclave of Frontenac and Westwood at 11411 North Forty Drive.

Mayor Hatfield asked Ms. Ross to call the roll.

**MOTION:** Alderperson Millman made a motion and Alderperson Kemper made a second to the motion to approve Bill No. 2022-2037.

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

**Bill No. 2022-2037 became Ordinance No. 2022-1988.**

4. **Bill No. 2022-2038:** An ordinance to confirm, ratify and approve the rate of tax to be assessed and collected for each one hundred dollars (\$100) of assessed valuation for the year 2022 for general municipal purposes.

Ms. Bennett stated the tax rate will be \$1.000 for residential, commercial and personal property, as it is not a reassessment year. She anticipates receipts of \$3.3 to \$3.4 million dollars, with an increase in property tax of \$72,000.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2022-2038.

**MOTION:** Alderperson Griesedieck made a motion and Alderperson Kemper made a seconded to approval the second reading of Bill No. 2022-2038. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

**Bill No. 2022-2038:** An ordinance to confirm, ratify and approve the rate of tax to be assessed and collected for each one hundred dollars (\$100) of assessed valuation for the year 2022 for general municipal purposes.

Mayor Hatfield asked Ms. Ross to call the roll.

**MOTION:** Alderperson Griesedieck made a motion and Alderperson Kilker made a second to the motion to approve Bill No. 2022-2038.

**ROLL CALL VOTE:** Alderperson Kemper, “Aye”; Alderperson Mahadevan, “Aye”; Alderperson Griesedieck, “Aye”; Alderperson Kilker, “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.**

**Bill No. 2022-2038 became Ordinance No. 2022-1989.**

5. **Bill No. 2022-2039:** An ordinance approving modifications to the budget of the City of Frontenac, Missouri, for the fiscal year 2021-2022.

Ms. Bennett stated most of the budget adjustments are due to salary or are related to salary. The majority are due to the PF4 going from eight steps to four steps. She also accounted the 4% unbudgeted salary increase in September 2021, which went into effect in October. She also stated building professional fees increased as the comp plan was removed from the administration account and added to the building account.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2022-2039.

**MOTION:** Alderperson Kilker made a motion and Alderperson Kemper made a second for approval of the second reading of Bill No. 2022-2039. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

**Bill No. 2022-2039:** An ordinance approving modifications to the budget of the City of Frontenac, Missouri, for the fiscal year 2021-2022.

Mayor Hatfield asked Ms. Ross to call the roll.

**MOTION:** Alderperson Millman made a motion and Alderperson Kilker seconded the approval of Bill No. 2022-2039.

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

**Bill No. 2022-2039 became Ordinance No. 2022-1990.**

6. **Bill No. 2022-2040:** An ordinance allocating federal funds received by the City of Frontenac through the American Rescue Plan Act.

Mr. Christensen stated the auditors requested the Board of Alderpersons adopt an ordinance in reference to the receipt of \$721,815, from the US Department of Treasury. The city will allocate the funds for police and fire salaries.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2022-2040.

**MOTION:** Alderperson Kilker made a motion and Alderperson Millman made a second for the reading of Bill No. 2022-2040. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

**Bill No. 2022-2040:** An ordinance allocating federal funds received by the City of Frontenac through the American Rescue Plan Act.

Mayor Hatfield asked Ms. Ross to call the roll.



**MOTION:** Alderperson Griesedieck made a motion and Alderperson Kemper made a second to approve Bill No. 2022-2040.

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

**Bill No. 2022-2040 became Ordinance No. 2022-1991.**

7. **Bill No. 2022-2041:** An ordinance approving the installation of a new fire hydrant on Enclave Court in the City of Frontenac, Missouri.

Chief Blake stated it is a request for Missouri American Water to place a fire hydrant on Enclave Court. There will be two fire hydrants. One will be requested by the Creve Coeur Fire Protection District, for the one located in Westwood. This will be at no cost to the City of Frontenac.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2022-2041.

**MOTION:** Alderperson Kilker made a motion and Alderperson Kemper made a second to the motion for a second reading of Bill No. 2022-2041. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

**Bill No. 2022-2041:** An ordinance approving the installation of a new fire hydrant on Enclave Court in the City of Frontenac, Missouri.

Mayor Hatfield asked Ms. Ross to call the roll.

**MOTION:** Alderperson Kemper made a motion and Alderperson Kilker made a second to the motion for approval of Bill No. 2022-2041.

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

**Bill No. 2022-2041 became Ordinance No. 2022-1992.**

8. **Bill No. 2022-2042:** An ordinance approving the salary and pay schedule for the municipal judge and alternative municipal judge of the City of Frontenac, Missouri.

Mr. Christensen stated he did a survey of surrounding municipalities and came up with this number. The last increase was in 2013, and this increase amounts to \$200 per month.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2022-2042.

**MOTION:** Alderperson Griesedieck made a motion and Alderperson Kemper made a second to the motion for a second reading of Bill No. 2022-2042. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

**Bill No. 2022-2042:** An ordinance approving the salary and pay schedule for the municipal judge and alternative municipal judge of the City of Frontenac, Missouri.

Mayor Hatfield asked Ms. Ross to call the roll.

**MOTION:** Alderperson Griesedieck made a motion and Alderperson Kemper made a second to the motion to approval Bill No. 2022-2042.

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

**Bill No. 2022-2042 became Ordinance No. 2022-1993.**

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

Mayor Hatfield asked for a motion to adjourn the meeting and go into executive session for purposes of RSMO 610.021 (1) Legal (12) Contract Negotiations.

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

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

The meeting was adjourned at 7:01 p.m.