



**MINUTES OF THE
CITY OF FRONTENAC
BOARD OF ALDERPERSON
NOVEMBER 29, 2022**

The November 29, 2022 regular meeting of the Board of Alderpersons of the City of Frontenac was called to order at 6:03 p.m. with Kate Hatfield, presiding. The Alderpersons present were Dan Kemper, Pat Kilker, Jamie Griesedieck, Tom O'Brien, and Dan Millman. Alderperson Mahadevan was absent.

Also, in attendance was City Administrator, Jaysen Christensen; City Clerk, Leesa Ross; City Attorney, Kevin O'Keefe; Police Captain, Craig Picha; Fire Chief, Floyd Blake; Assistant Fire Chief, Kevin Halloran; Public Works Director, Jeff Wappelhorst; and Building Commissioner, Jared Reid.

The Pledge of Allegiance was stated.

A. MOTION TO APPROVE AGENDA

Mayor Hatfield asked for a motion to approve the meeting agenda on Tuesday, November 29, 2022.

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

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

No comments were made at this time.

C. COMMENTS BY BOARD OF ALDERPERSON MEMBERS

Alderperson O'Brien asked if there was an update on the EV charging station. Mr. Christensen stated they reached out to a company that Ameren Missouri suggested, but there was not much to report at this time.

D. REPORTS OF OFFICERS AND COMMITTEES AND APPROVED MINUTES

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|----|-------------------------------|----------------|
| 1. | Planning & Zoning Commission: | None |
| 2. | Ways & Means Committee: | None |
| 3. | Public Works Commission: | September 2022 |
| 4. | Building Permit Report: | October 2022 |

Mayor Hatfield stated the above reports will stand as submitted.

E. CITY STAFF'S REPORT

1. City Clerk

Election filing begins on Tuesday, December 6 at 8:00 a.m. The positions with open seats are Mayor, and one Alderperson from Ward I, II and III. Filing closes on Tuesday, December 27 at 5:00 p.m. Also, on the first day of filing, there is a lottery.

There was discussion as to the upcoming Board of Alderpersons meeting on Tuesday, December 20. Everyone present stated the day and time would be fine with them.

2. Finance Officer

There was no financial review due to Ms. Bennett's absence.

3. City Administrator

Mr. Christensen stated that Mr. Warren is finishing up the survey results and there was a 38% return rate which is huge. He stated Mr. Warren plans to come to the December 20, Board of Alderpersons meeting to report the survey results.

Fire Department Strategic Plan Update

Chief Blake stated the building department is working on updating the fire code for the next board meeting. When this happens the fire department will be good for the upcoming ISO review. Their new software is going smoothly, with department wide training. The department is currently working on succession planning. There were three new programs added for training of staff. There has been no turnover in the last year, and openings are filled on a timely manner. The change to the reduction in the step process for privates has helped in retaining staff. The two things that have not been checked off his list is pay and benefits, and the completion of the CBA. The new 2022 F550 4x4 Ford Chassis Ambulance with the Trauma Hawk went into service last week. The older 2010 ambulance will be utilized by the department when needs arise with neighboring departments, who may need to borrow a truck, when theirs are not in service. Response times for the ambulance is 1 minute 10 seconds, and for the pumper 1 minute 11 seconds. The transition to a new medical control team has been flawless. The state paperwork has been submitted and the contract has been signed. The department will officially be with SSM for medical control, effective January 1, 2023.

Mayor Hatfield thanked Chief Blake for his report and asked that pictures of the new ambulance are submitted for the next e-newsletter, along with the fire department response time statistics.

Police Department Strategic Plan Update

Captain Picha stated in June 2022 MPCCAA reaccreditation was completed for the department for the timeframe of 2019-2021. A new cycle will begin for the period of 2022-2024. The police department is full staff except for one officer out on duty injury. The police department currently has 1700 followers on Facebook, which grew by 100 in 2022. More meetings and community events were attended by officers. The department is continuing the “lock it or lose it” campaign. The citizens police department graduated a class in April 2022 and an advanced class was completed in September 2022. A new class will begin in March 2023. The departments clearance rate for violent crime so far this year is 86%, which is above the national average and the clearance rate for property crimes is 30%, also above the national average. There were 225 traffic crash reports and 2,450 traffic stops. All officers have completed more than 740 hours of POST Training, and all officers completed the required amount of training. Body cameras are being utilized since January 2022. Over 16,200 calls for service have been responded to and response times are 2 minutes. 48 seconds for the north sector and 3 minutes 34 seconds for the south sector. Four new vehicles have been received and one is currently operational. The department participated in one major case squad investigation this year in Bel-Ridge MO, assisting the Normandy Police Department. Two LPR cameras are currently operational, one on Clayton Road, with the second on Geyer Road. Two more will be installed soon. The Frontenac Police Department participated in a multi-jurisdictional saturation patrol detail recently armed in the deference of vehicle theft and vehicle break-ins. They hope to participate in one more soon. Regarding deer related accident calls, there were two in 2020, 1 in 2021 and none so far this year. Regarding calls for injured deer, 2 were taken in 2020, 3 in 2021 and 9 so far this year.

Mayor Hatfield thanked Captain Picha for the report and she said she appreciated the information and asked that some of the stats be included in future newsletters. She said residents appreciate the stats provided in the Friday e-newsletters.

F. CONSENT AGENDA:

1. Minutes – October 26, 2022
2. Warrant lists for October 1 – October 31, 2022
3. **Resolution No. 2022-510**: A resolution authorizing the mayor, on behalf of the City of Frontenac, Missouri, to provide a holiday employee retention program to all permanent employees of the city.
4. **Resolution No. 2022-511**: A resolution approving an agreement with Acumen Inc. for information technology support services.

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

ROLL CALL VOTE: Alderperson Kilker, “Aye”; Alderperson Griesedieck, “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 5-0.**

G. UNFINISHED BUSINESS

There was no unfinished business.

H. NEW BUSINESS:

1. **Bill No. 2022-2047:** An ordinance renewing and updating the purchasing policy for the City of Frontenac.

Mr. Christensen stated the request is to increase the spending from \$7,500 to \$15,000 for items which will require approval by the City Administrator and Department Head along with three bids. He stated with rising costs with the current maximum level of \$7,500, many things are falling around that cost. He also stated he polled several cities and most of their thresholds are \$15,000 to \$20,000 without going to the Board or Council for approval.

Mayor Hatfield asked for a motion for a second reading.

MOTION: Alderperson Kemper made a motion and Alderperson Griesedieck made a second to the motion to approve a second reading of Bill No. 2022-2047. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

Mayor Hatfield asked Ms. Ross for a second reading of Bill No. 2022-2047.

Bill No. 2022-2047: An ordinance renewing and updating the purchasing policy for the City of Frontenac.

Mayor Hatfield asked for a motion to approve Bill No. 2022-2047.

MOTION: Alderperson Kemper made a motion to approve Bill No. 2022-2047 and Alderperson Kilker made a second for approval.

Mayor Hatfield asked Ms. Ross for a roll call of the Board of Alderpersons.

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

I. EXECUTIVE SESSION FOR R.S. MO 610.021 (1) LEGAL (3) PERSONNEL (12) CONTRACT NEGOTIATIONS AND MEETING ADJOURNMENT

Mayor Hatfield asked for a motion to adjourn the meeting and go into executive session for purposes of RSMO 610.021 (1) Legal (3) Personnel (12) Contract Negotiations.

MOTION: Alderperson Griesedieck 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 (3) Personnel (12) Contract Negotiations.

ROLL CALL VOTE: Alderperson Griesedieck, "Aye"; Alderperson O'Brien, "Aye"; Alderperson Millman, "Aye"; Alderperson Kemper, "Aye"; and Alderperson Kilker, "Aye". Motion was unanimous. **MOTION PASSED by a vote of 5-0.**

The meeting was adjourned at 6:35 p.m.