

CITY OF FRONTENAC



MINUTES OF THE CITY OF FRONTENAC BOARD OF ALDERPERSON JANUARY 15, 2019

The January 15, 2019, regular meeting of the Board of Alderpersons of the City of Frontenac was called to order at 7:00 p.m. with Mayor Margot Martin, presiding. The Alderpersons present were David Bray, Nalini Mahadevan, Brian Warner, Dan Kemper, Jamie Griesedieck and Tom O'Brien.

Also in attendance was City Administrator, Jaysen Christensen; City Clerk, Leesa Ross; City Attorney, Kevin O'Keefe; Fire Chief, Jack Trout; Police Chief, 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

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

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

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

Mr. Jim Eiseman of 1 County Estates read a statement which was not supplied to the City Clerk. He expressed his disappointment in the Board and especially Alderperson Bray regarding the failure to pass the Assisted Living City Proposal for the Ladue Early Childhood property and he expressed disappointment that Alderman Bray sold his property to the library.

Mr. John Compton of Fox Ridge Road asked how did the library purchase happen. He asked how a 100,000 square foot office building is able to be allowed in a residential community. Mr. O'Keefe stated the City has no authority, as they are not subject to zoning laws. He suggested the resident make their views known to the library.

Mr. Eiseman made additional comments.

Ms. Kate Hatfield of Portland Drive made a statement and it is attached to the minutes.

Mayor Martin stated the library purchased land and will come to the city. Mr. O'Keefe again stated the library is not subject to the city's zoning regarding the use of the land. He also stated he represents the City of Clayton and stated the library does have to comply with public safety

standards and said the library was collaborative and cooperative with the City of Clayton. He also stated the city has no authority for them buying property or using it for library services.

Mr. Dan Glidwell of Stonington asked when the library comes to the city, what we can say. He stated as a community what power do we have. He also asked how long have discussions been going on. Mayor Martin stated the city received notice that the library had purchased the property, after the deal was closed. Someone stated they were in a bidding process for some time. Alderperson O'Brien stated they were also the highest bidder for the Ladue Early Childhood property. Mr. Glidwell asked when everyone was brought up to speed. Alderperson Bray stated he had notified the City Manager during the negotiations of the sale of his property.

Mr. Eiseman and Mr. Compton made additional comments to Alderperson Bray. Alderperson O'Brien stated we have not seen any plans yet and stated the City will have some control over public safety. Mayor Martin stated the city will be meeting with the highway department soon regarding this project.

C. MAYOR'S COMMENTS

Mayor Martin had no comments at this time.

D. COMMENTS BY BOARD OF ALDERPERSON MEMBERS

No Board of Alderpersons made comments at this time.

E. REPORTS OF OFFICERS AND COMMITTEES AND APPROVED MINUTES

- | | | |
|----|---|---------------|
| 1. | Planning & Zoning Commission: | None |
| 2. | Ways & Means Committee: | December 2018 |
| 3. | Public Works Commission: | None |
| 4. | Building Commissioner
& Zoning Administrator | December 2018 |

Mayor Martin stated the above reports will stand as submitted.

F. CITY STAFF'S REPORTS

1. City Clerk

Ms. Ross gave the following information regarding candidates who filed for office for the Tuesday, April 2, 2019 election.

Candidates who filed for office

Name	Office	Date & Time Filed	Lottery Number
Kate Hatfield 8 Portland Drive	Mayor	12/11/2018 – 8:00 A.M.	#4
Margot Martin 10421 Lylewood Drive	Mayor	12/11/2018 – 11:56 A.M.	#1
Mike Schoedel 57 Portland Drive	Mayor	1/15/2019 – 12:44 P.M.	NA
David Bray 1412 S. Spoede Road	Mayor	1/15/2019 – 4:51 P.M.	NA
Dan Kemper 584 Twin Fawns	Alderman Ward 1	12/11/2018 – 11:35 A.M.	#2
Nalini Mahadevan 13 Clayton Terrace	Alderman Ward 2	12/11/2018 – 9:23 A.M.	#10
Tom O'Brien 2821 Stonington Drive	Alderman Ward 3	12/17/2018 – 3:03 P.M.	NA
John Levis 19 Clayton Downs	Alderman Ward 3	1/10/2019 – 3:45 P.M.	NA

Filing Closed on Tuesday, January 15, 2019 at 5:00 p.m.

2. Finance Report

Ms. Bennett stated regarding the December financial report, the city is under budget by 10%, and that is due to sales tax and real estate taxes. She stated regarding revenue, the city is over budget by 2% for the year, over 4% in December and over 3% year to date. She stated sales tax is under budget by 2% but is outperforming last year by 2%.

3. City Administrator Report

Mr. Christensen stated the Payne Family Homes Development will not present tonight and will plan to come to the meeting in February. He stated the new plans have lower density and height. They also expressed interest to have a public hearing in February.

Mr. Christensen stated he will be sending out a RFQ – Request for Qualifications to four or five firms for an update of the comprehensive plan. Alderperson Warner asked would this be a new plan or

continuation of the last plan. Mr. Christensen stated, the companies will start with the current plan and update it in sections, particularly the Clayton Road Corridor, Lindbergh Corridor and the South and North Outer Road Drives. Mayor Martin stated there will be public input.

G. CONSENT AGENDA: Public Hearing and Regular Meeting, December 18, 2018
Warrant Lists, December 1 – December 31, 2018

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

Aldersperson Bray stated the minutes needed to be corrected on the top of page four, first line, to strike the word “near” and add the words “much higher than”.

MOTION: Aldersperson O’Brien motioned and Aldersperson Kemper seconded the approval of the consent agenda with the necessary correction.

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

H. UNFINISHED BUSINESS

None

I. NEW BUSINESS:

1. Annual Financial Audit presented by Hochschild Bloom & Company.

Mr. Mike Williams of Hochschild Bloom & Company presented the audit report in detail. Mr. Williams reviewed the management letter, gave a clean opinion and stated the city was in good standing. Three management suggestions were written, regarding fuel, building escrows and comp time policy and procedures. He stated last year there were five and two items were corrected.

Aldersperson Bray asked about outstanding escrows over five years old. Mr. Morgan stated he has discussed this with Mr. O’Keefe, who stated if every effort is made to contact the person is made and they are not located, eventually we can claim them administratively.

Mr. Christensen stated there is a need to approve the AV in the council room, however there is no money budgeted. He stated Chief Trout has contacted a vendor who can do improvements at a low cost. The proposal is to add two monitors on each side of the room and a new high definition projector. He stated the proposal will be available in a few weeks and he will forward it to the Board of Alderspersons. Mr. Christensen stated there is some extra money in the IT budget which he will propose to use to update the AV situation.

2. **Bill No. 2019-1919**: An ordinance authorizing an application for grant funding for Geyer Road Improvements Phase 2.

Mayor Martin asked Mr. Christensen for an explanation of this bill. Mr. Christensen stated this is regarding the grant application for the Geyer Road, project from Geyer Road south of Hermitage Hill past Huntleigh Manor. This ordinance is the Board of Alderpersons expressing support of the grant. He stated the city received confirmation that Phase 1 had approval from MoDOT, for us to precede and hire an engineer. He stated design for Phase 1 will begin in 2020 and he hopes the project is wrapped up in 2021. He said design for Phase 2 will begin in 2020 and they hope to complete that project in 2022, and Phase 3 will follow suit as the two previous phases.

Mayor Martin asked for a motion for a second reading.

MOTION: Alderperson Warner motioned and Alderperson Bray seconded approval of the second reading of Bill No. 2019-1919. All Alderpersons present voted "Aye". The vote was unanimous.
MOTION PASSED.

Bill No. 2019-1919: An ordinance authorizing an application for grant funding for Geyer Road Improvements Phase 2.

Mayor Martin asked for a motion to approve Bill No. 2019-1919.

MOTION: Alderperson Warner motioned and Alderperson Kemper seconded approval of Bill No. 2019-1919.

Mayor Martin asked Ms. Ross for a poll vote.

ROLL CALL VOTE: Alderperson Warner, "Aye"; Alderperson Kemper, "Aye"; Alderperson Griesedieck, "Aye"; Alderperson O'Brien, "Aye"; Alderperson Bray, "Aye"; and Alderperson Mahadevan, "Aye". The vote was unanimous. **MOTION PASSED by a vote of 6-0**.

Bill No. 2019-1919 became Ordinance No. 2019-1873.

3. **Bill No. 2019-1920**: An ordinance amending Section 135.080 of Frontenac Municipal Code regarding court costs to include Statewide Court Automation Fund Surcharge.

Mayor Martin asked Mr. Christensen for an explanation on this bill. Mr. Christensen stated the Office of the State Court Administrator is regulating courts to go to a single automated system for case management. He stated Show Me Courts will replace REJIS (Regional Justice Information Service), and will charge \$7.00 per court case. The surcharge will be on all cases, and there will be no direct costs to the city. Mr. Christensen stated this will be implemented on March 1. Alderperson Warner asked who pays for REJIS; Mr. Christensen stated the City does and stated we will continue to have both systems, for at least three years. At the end of that time, the City will no longer need REJIS. Alderperson O'Brien asked what happens if we don't start on March 1. Mr. O'Keefe stated it is up to the State of Missouri when Show Me Courts goes into effect. Mr. Christensen stated currently the city court staff is being trained on Show Me Courts.

Mayor Martin asked for a motion for a second reading.

MOTION: Alderperson Bray motioned and Alderperson O'Brien seconded approval of the second reading of Bill No. 2019-1920. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED.**

Bill No. 2019-1920: An ordinance amending Section 135.080 of Frontenac Municipal Code regarding court costs to include Statewide Court Automation Fund Surcharge.

Mayor Martin asked for a motion to approve Bill No. 2019-1920.

MOTION: Alderperson Warner motioned and Alderperson Kemper seconded approval of Bill No. 2019-1920.

Mayor Martin asked Ms. Ross for a poll vote.

ROLL CALL VOTE: Alderperson Griesedieck, "Aye"; Alderperson O'Brien, "Aye"; Alderperson Bray, "Aye"; Alderperson Mahadevan, "Aye"; Alderperson Warner, "Aye"; and Alderperson Kemper, "Aye". The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

Bill No. 2019-1920 became Ordinance No. 2019-1874.

4. **Resolution No. 2019-390:** A resolution an agreement with Lochmueller Group for professional engineering services for the assembly and submittal of the Geyer Road Improvements Project, Phase 2, Transportation Improvement Program (TIP) Application.

Mayor Martin asked Mr. Christensen for an explanation of this resolution. Mr. Christensen stated this is paired with Bill No. 2019-1919. This will allow the City to hire the Lochmueller Group for engineering services. Mr. Christensen stated the Lochmueller Group was selected in 2016 to prepare the grant application and this is the same type of agreement. Mr. Christensen stated his recommendation is to hire them for Phase 2 for a fee of \$9,000.

Mayor Martin asked for a motion to approve Resolution No. 2019-390.

MOTION: Alderperson Warner motioned and Alderperson Kemper seconded approval of Resolution No. 2019-390. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

5. **Resolution No. 2018-391:** A resolution approving a contract with EDM Incorporated to provide engineering services for storm water master plan and continuation of the capital improvement plan.

Mayor Martin asked Mr. Christensen for an explanation of this resolution. Mr. Christensen stated this agreement is to retain EDM for storm water consulting. He stated they were hired in 2005 as the city's storm water engineers. Mr. Christensen explained that you do not bid professional services, but the city would have to prepare a RFQ. Alderperson Warner asked if the price is regulated and asked should we extend the contract. He stated one firm has done the work for 14 years, and stated

this firm is the largest service provider for the city. Mr. Christensen stated the city owns its own data, regarding the storm water master plan. Alderperson Warner suggested the city do a RFQ, and stated it will not hurt. Mr. Christensen stated there was no bid but the city can negotiate, and stated the city is given competitive rates. There was discussion regarding comparisons with EDM's rates and the PSMJ rates. Mr. Christensen stated they are very competitive and stated the city must select a firm then negotiate the rate.

Alderperson Mahadevan stated EDM are familiar with the storm water projects but suggest the city negotiate the people assigned, and asked do we always need senior level people. Mr. Christensen stated they will look at who they are using on the job. It was also mentioned that the building department also uses EDM for site plan review and storm water issues.

Mayor Martin asked for a motion to approve Resolution No. 2019-391.

MOTION: Alderperson Bray motioned and Alderperson O'Brien seconded approval of Resolution No. 2019-391. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

Mr. Warner asked is there a standard rate or a billed rate. Mr. Wappelhorst stated a standard rate. Mr. Christensen stated the street rate, we expect in St. Louis, is regulated. He also stated EDM supplied seven years of rates with the proposal. Alderperson Warner stated the contract is through 2025 and we have rates through 2025. Alderperson Mahadevan stated we are approving through 2025 that EDM should submit qualifications, and she asked can we entertain other firms. Mr. O'Keefe stated the contract fixes their rates. He stated it provides services under the contract on or after the date signed by each party. Mr. O'Keefe stated it does not obligate the city to use their services. Alderperson Mahadevan asked is there an escape clause. She also asked are six people assigned to every contract. Alderperson Warner suggested we go with this for one year and get an RFQ done and have the city look at other engineering firms.

K. EXECUTIVE SESSION FOR R.S. MO 610.021 (3) PERSONNEL (12) CONTRACT NEGOTIATIONS

MOTION: Alderperson O'Brien motioned and Alderperson Kemper seconded to go into executive session for R.S. MO 610.021 (3) Personnel (12) Contract Negotiations.

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

Alderperson Warner thanked Ms. Bennett for doing a good job with all the work that goes into the audit. Other Alderpersons concurred Alderperson Warner's thoughts.

L. ADJOURNMENT

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

MOTION: Alderperson Warner motioned and Alderperson Kemper seconded the meeting be adjourned. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED.**

The meeting adjourned at 8:17 p.m.