

# CITY OF FRONTENAC



## Minutes

PUBLIC WORKS COMMISSION  
THURSDAY, FEBRUARY 13, 2020  
COUNCIL ROOM  
5:30 P.M.

### A. CALL TO ORDER

The February 13, 2020 meeting for the Public Works Commission of the City of Frontenac was called to order at 5:30 pm.

### B. ROLL CALL

The following Commission members were present:

- Chairman Pat Kilker
- Alderman Jamie Griesedieck
- Bryon Crump
- Peter Newton

Ms. Cooper noted there was a quorum.

Also, in attendance were Mayor Kate Hatfield, City Administrator, Jaysen Christensen, Public Works Director, Jeff Wappelhorst and Administrative Assistant, Shari Cooper.

### C. VOTE TO APPROVE AGENDA

Chairman Kilker requested approval of the February 13, 2019 agenda.

Chairman Kilker asked for a motion to approve the agenda.

**MOTION:** Mr. Crump motioned and Alderman Griesedieck seconded approval of the agenda. All voting members present voted in the affirmative. **MOTION PASSED.**

### D. VOTE TO APPROVE MINUTES:

Chairman Kilker requested approval of the December 11, 2019 minutes.

Chairman Kilker asked for a motion to approve the minutes.

**MOTION:** Mr. Newton motioned and Alderman Griesedieck seconded approval of the December 11, 2019 minutes. All voting members present voted in the affirmative. **MOTION PASSED.**

**E. PUBLIC FORUM**

No comments were made at this time.

**F. ADMINISTRATOR'S REPORT:**

Mr. Christensen mentioned requesting the members to look at the Vision 2020 document and the Strategic Plan. He stated that the Board members are looking and giving input into the Strategic Plan.

Mayor Hatfield stated that the mission statement and vision values need to be reviewed and define these statements pulling straight from the strategic plan. This would just be a starting point and not so detailed. The strategy level not the job description level.

Mr. Christensen stated that in the newsletter that Missouri American Water will be repairing Geyer Road this Spring and we will be milling their water main work patch maintaining an 8½ foot wide overlay of their work area down Geyer Road. This is expected in the spring early summer paving season.

**G. OLD BUSINESS:**

1) Project Updates:

- a. Gold Dust/Chapel Oaks Project: Mr. Wappelhorst stated that we are in the final phase of setting appointments and collecting easements from a few property owners. This project is expected to bid in the Spring and hopefully construction to start Summer of 2020.
- b. Steeplechase/Clayton Road: Mr. Wappelhorst stated that MSD is reviewing the required video of the existing storm drains that the City is connected to and once we receive their comments and revisions they will issue the permit to proceed, weather permitting.
- c. Timber Trail: Mr. Wappelhorst stated that the City is meeting with DNR regarding their funding agreement for the project

then proceeding with design plans to present to property owners. He stated that at this time there are no estimated time for those meetings.

- d. Stormwater Master Plan: Mr. Wappelhorst stated that the newsletter contained information and request for stormwater concern forms for the update to our Master Plan. We are hoping to have this completed by June 2020.
- e. PW Vision Document: Mr. Wappelhorst stated that Shari will be sending out, to the Public Works Commission members, the Vision 2020 Document, created and published by the Public Works Commission in the past, for comments and a possible work session on this document for updates.
- f. Phase 2 Stormwater Maintenance: Mr. Wappelhorst stated that as co permit ties with MSD in the MS4 /DNR permit for the City of Frontenac requires us to have and adopt the O&M Manual (Operation and Maintenance Program) for the prevention and reduction of pollution and stormwater runoff from Municipal operations and construction sites within the City of Frontenac. Shari and I will be reviewing the draft and compiling the information for the Commission to review and approval to pass to the Board.

**H. NEW BUSINESS:**

- 1) Mr. Wappelhorst stated that we are attending the meeting about our 2022-2026 MS4 Permit at the MSD Bissell Point Facility, 10 East Grand Avenue, 63147, on Thursday, March 12, 2020, 1:30-4:00pm. The meeting host, the Missouri Department of Natural Resources (MDNR), will explain the proposed new permit, prior to it going out for public notice and comment. They are holding similar meetings throughout the state.

**I. ANNOUNCEMENT OF NEXT MEETING:**

Wednesday, March 11, 2020, 5:30 pm

**J. ADJOURNMENT**

Chairman Kilker asked for a motion to adjourn the meeting.

**MOTION:** Mr. Newton motioned, and Mr. Crump seconded the meeting be adjourned. All voting members present voted in the affirmative. **MOTION PASSED.**

The meeting adjourned at 5:56 pm.