

# CITY OF FRONTENAC



## Minutes

PUBLIC WORKS COMMISSION  
THURSDAY, MARCH 11, 2020  
COUNCIL ROOM  
5:30 P.M.

### A. CALL TO ORDER

The March 11, 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
- Jeff Christofferson
- Rich Corey
- Bryon Crump
- Scott Mullis
- 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 March 11, 2020 agenda.

Chairman Kilker asked for a motion to approve the agenda.

**MOTION:** Mr. Newton 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 February 13, 2020 minutes.

Chairman Kilker asked for a motion to approve the minutes.

**MOTION:** Mr. Newton motioned and Mr. Crump seconded approval of the February 13, 2020 minutes. All voting members present voted in the affirmative. **MOTION PASSED.**

**E. PUBLIC FORUM**

No comments were made at this time.

**F. MAYOR'S ADDRESS:**

Mayor Hatfield commented that the three vendors that bid for the strategic plan update were great. The City went with H3 Consulting and stated they are based out of Kansas City. She stated that their involvement with the City is rated #1.

She stated that the strategic plan is good to go for final approval and the 2020 Vision document by the Public Works Committee is looking good. The statement regarding Public Works on the website, she said should be on our 2020 document. It explains the Public Works and what they do very well. She thanked everyone on the committees and within the departments that have worked and added input.

**G. OLD BUSINESS:**

1) Project Updates:

- a. Gold Dust/Chapel Oaks Project: Mr. Wappelhorst stated that the City is planning on setting meetings with the effected property owners. He stated that the temporary construction and permanent easements would be placed behind the Honda and across the creek by Forshaw and Grassi's also upstream off Chapel Oaks.
- b. Steeplechase/Clayton Road: Mr. Wappelhorst stated that MSD has approved our project with additional required work on the existing stormwater drain, we're connecting to tree removal on the Clayton Road portion, is scheduled for Monday the 16<sup>th</sup> weather pending. He added that Mr. & Mrs. Wheat's property have some tree work to be completed on Monday. This is where the storm drain pipe is to be placed. We did send an email out to all of the property owners and Emily Arneson's attorney, so they have all received the same email explaining the work.

- c. Timber Trail: Mr. Wappelhorst stated that he, Mr. Jaysen Christensen and Len Madalon, with EDM, Inc., meet with DNR last month and the DNR 319 grant has been approved and the stream bank stability soil samples have been taken to proceed with engineering of plans. We are currently awaiting signatures from EDM, Inc. on the agreement. Currently we do not have any dates but DNR has goal dates for us of when we need to get things completed and begin construction, looking towards next summer.
- d. Stormwater Master Plan: Mr. Wappelhorst stated that we have received many questionnaires from the newsletter to be imputed into the stormwater master plan update. Which is usually updated every 10 years.
- e. PW Vision Document: Mr. Wappelhorst stated this document is the Public Works/Stormwater working document that compliments the strategic plan. As we are updating the comprehensive plan some sections of the vision document will need updating as dates and new requirements with DNR, ADA and technology changes. Mr. Wappelhorst asked the members that in your review of this document did they see any changes they would like to discuss.
- f. Phase 2 Stormwater Maintenance: Mr. Wappelhorst stated as you are probably aware Frontenac is a co-permittee with the County with MSD being the permit holder regulating the stormwater runoff, silt control, illicit discharge into streams, along with the City of Frontenac's Municipal Complex and how we deal with over one (1) acre or under one (1) acre stormwater projects. All of this requires an Operation and Maintenance Manual approved by the Board. This being a requirement of MSD and DNR within St. Louis County. We have worked on this document and would like your review and possibly approval in the next meeting to forward to the Board.

**H. NEW BUSINESS:**

- 1) MSD Meeting – New MS4 Permit from DNR for 2022-2026

Mr. Wappelhorst stated that MSD has a meeting on the MS4 permit for DNR which they are unveiling the new permit for 2022-2026 including stormwater treatments, chemicals in snow removal, i.e.

The meeting has been postponed until the virus is contained. We will have another document coming your way.

Mr. Wappelhorst stated that Mr. Christensen has him looking into the replacement of the stone block wall on Spoede across from where the new library property. Those stones were a general/homeowner landscape stone many years ago and with the salt, chemicals calcium, and wear and tear, they are crumbling and in need of repair.

The homeowner has put two industrial size blocks blocking his driveway entrance as he now enters from Clayton Downs due to his new addition. We are looking at pricing and cost to add to next year's budget to replace that wall with a standing concrete or maybe another block wall but it will be adding vegetation to this also. We might need to cut the wall down due to visibility around the corner.

- I. ANNOUNCEMENT OF NEXT MEETING:  
Wednesday, April 8, 2020, 5:30 pm

- J. ADJOURNMENT

Chairman Kilker asked for a motion to adjourn the meeting.

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

The meeting adjourned at 5:59 pm.