

CITY OF FRONTENAC



MINUTES OF THE CITY OF FRONTENAC BOARD OF ALDERPERSON JANUARY 17, 2023

The January 17, 2023 regular meeting of the Board of Alderpersons of the City of Frontenac was called to order at 6:11 p.m. with Kate Hatfield, presiding. The Alderpersons present were Pat Kilker, Meg Mannion, 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; Finance Officer, Lea Ann Bennett; and Building Commissioner, Jared Reid.

The Pledge of Allegiance was stated.

A. MOTION TO APPROVE AGENDA

Mayor Hatfield asked to move the public comments section down to after new business. She then asked for a motion to approve the amended agenda for Tuesday, January 17, 2023.

MOTION: Alderperson Millman made a motion and Alderperson O'Brien made a second to approve the amended meeting agenda. All Alderpersons presented voted "Aye". The vote was unanimous.

MOTION PASSED.

B. MAYOR'S COMMENTS, REPORTS, APPOINTMENTS

1. Presentation to outgoing Alderperson Dan Kemper

Mayor Hatfield presented Dan Kemper an award of service for his time as alderperson, City of Frontenac. Mr. Kemper thanked everyone and said he appreciated serving the citizens of the City of Frontenac.

C. COMMENTS BY BOARD OF ALDERPERSON MEMBERS

No comments were made at this time.

D. REPORTS OF OFFICERS AND COMMITTEES AND APPROVED MINUTES

1. Planning & Zoning Commission: None
2. Ways & Means Committee: November and December 2022
3. Public Works Commission: None
4. Building Permit Report: December 2022

Mayor Hatfield stated the above reports will stand as submitted.

E. CITY STAFF'S REPORT

1. City Clerk

Ms. Ross reminded everyone that the Board of Alderpersons meeting date will be moved to Tuesday, February 28 at 6:00 p.m. If there is a Planning & Zoning Commission meeting in February, the time will be changed to 7:00 p.m.

Ms. Ross advised of the candidates who filed for the general municipal election on April 4, 2023 are below.

Mayor

Kate Hatfield

Alderperson Ward 1

No person filed

Alderperson Ward 2

Scott Mullis

Alderperson Ward 3

Tom O'Brien

Michael O'Hara

Ms. Ross advised that because no one filed in Ward 1, all write-in votes will be counted.

Ms. Ross also advised of the upcoming Municipal League of Metro St. Louis meeting, which the City of Frontenac is hosting on Thursday, January 26 at 6:30 p.m. Mayor Hatfield asked the Board of Alderpersons to attend.

2. Finance Officer

Ms. Bennett stated revenue is up 6.7% from budget and expenses are 3.3% below budget. She also stated she has not received the sales tax report from the county, but will email the information out, when it is received.

3. City Administrator

Mr. Christensen stated he, Mayor Hatfield and Alderperson Millman spoke to Gateway Disposal about the fuel surcharge. He said it seems they came to an agreement to charge a flat rate of \$28, for the remainder of the contract. He said he hopes to bring this back in February for approval.

Mr. Christensen stated regarding the EV charging stations, he has received two bids so far and he is awaiting a third bid. He said once received he will give a full report. He also stated the city is eligible for a \$10,000 rebate, which should be 1/3 of the total cost to install the charging station.

Mr. Reid gave an end of the year update on the building department.

Mr. Reid stated in 2021 the city issued 184 permits with fees totaling \$230,000. He said in 2022 the city issued 192 permits which fees totaled \$200,000. The city issued 13 new home permits, 7 additions, 17 pools, 12 generators, 11 basement remodels and 20 bathroom and kitchen remodels. He said the average review time was 15 days.

Mr. Reid stated there were 65 property maintenance issues in 2022. He also stated this year the department will adopt the 2021 codes. He also advised of the training the department attended.

There were questions and discussion about the permits and cost estimates for construction. Mr. Reid stated they can ask for cost estimates and Mr. O'Keefe stated the city does have the right to audit.

F. CONSENT AGENDA:

1. Minutes – December 20, 2022, January 4, 2023, January 6, 2023
2. Warrant lists for December 1 – December 31, 2022

MOTION: Alderperson O'Brien made a motion and Alderperson Mannion seconded the approval of the consent agenda.

ROLL CALL VOTE: Alderperson Mahadevan, "Aye"; Alderperson Mannion, "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 6-0.**

G. UNFINISHED BUSINESS

There was no unfinished business.

H. NEW BUSINESS:

1. **Resolution No. 2023-517**: A resolution authorizing additional tasks and payment to H3 Studio for professional services to update the city's comprehensive plan.

Mr. Christensen stated the original contact for H3 Studio to complete the comp plan was \$102,000. He said there were five additional tasks propose, and the city accepted four of the five at an additional cost of \$13,825. The board stated there was no need for additional discussion.

MOTION: Alderperson Mannion made a motion and Alderperson Griesedieck made a second to the motion to approve Resolution No. 2023-517.

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

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

No comments were made at this time.

J. MEETING ADJOURNMENT

Mayor Hatfield asked for a motion to adjourn the meeting.

MOTION: Alderperson Millman made a motion and Alderperson O'Brien made a second to the motion to adjourn the meeting. Motion was unanimous. **MOTION PASSED by a vote of 6-0.**

The meeting was adjourned at 6:27p.m.