

CITY OF FRONTENAC



MINUTES OF THE CITY OF FRONTENAC BOARD OF ALDERPERSONS SEPTEMBER 27, 2023

The September 27, 2023 regular meeting of the Board of Alderpersons of the City of Frontenac was called to order at 6:00 p.m. with Kate Hatfield, presiding. The Alderpersons present were Pat Kilker, Meg Mannion, Jamie Griesedieck, Scott Mullis, Tom O'Brien, and Dan Millman (attended virtual).

Also, in attendance was City Administrator, Scott Schaefer; City Clerk, Leesa Ross; City Attorney, Kevin O'Keefe; Fire Chief, Floyd Blake; Assistant Fire Chief, Kevin Halloran; Police Lieutenant, Rob Scronce; Finance Officer, Lea Ann Bennett; and Building Commissioner, David Fairgrieve.

The Pledge of Allegiance was stated.

A. MOTION TO APPROVE AGENDA

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

MOTION: Alderperson O'Brien made a motion and Alderperson Mullis made a second to approve the meeting agenda. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED.**

B. PUBLIC HEARING

Setting of the 2023 tax rate for the City of Frontenac

Mr. Schaefer prepared numbers from adjustments by the state auditors, along with a synopsis of how property taxes are allocated. A pie chart based on a \$750,000 home was given out. The allocations are based on the current levy. Ms. Bennett stated per the county assessed valuation, they have gone up 14% for residential and 11% for commercial. She said we are limited to the revenue we can gain, it will be either actual growth, CPI, which is 6.5% or 5%. It must be the lesser of the three, so this year's increase was 5%.

The 2023 tax rates will be .926 for residential; .945 for commercial and \$1.00 for personal property.

Mr. Steve Turner of Frontenac Forest asked a few questions regarding the property tax rates.

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

No public comments were made

.

D. MAYOR’S COMMENTS, REPORTS, APPOINTMENTS

Mayor Hatfield congratulated the following employees on work anniversaries.

Police Chief Mark Guttman, for serving 5 years as Chief of Police
Corporal Mathew Brune for serving 21 years in the police department
Patrol Officer Ken Easler for serving 20 years with the police department

E. COMMENTS BY BOARD OF ALDERPERSON MEMBERS

No comments were made at this time.

F. REPORTS OF OFFICERS AND COMMITTEES AND APPROVED MINUTES

- | | | |
|----|-------------------------------|----------------|
| 1. | Planning & Zoning Commission: | None |
| 2. | Ways & Means Committee: | September 2023 |
| 3. | Public Works Commission: | None |
| 4. | Building Permit Report: | August 2023 |

Mayor Hatfield stated the above reports will stand as submitted.

G. CITY STAFF’S REPORT

1. City Clerk

Ms. Ross gave an update on the electronics recycling event which took place on Saturday, September 23. Mayor Hatfield thanked Ms. Ross on her effort in securing the grant and working the event.

2. Finance Officer

Ms. Bennett discussed the June financials, year ending June 2023, and stated revenue was up 1.3% or \$148,000, expenses were down 10%, \$1.5 million, which was due to the lack of construction process on Geyer Road. The reason is the easement negotiations took longer than anticipated. She also said the sales tax is doing well, and the use tax is up 44% for the year.

3. City Administrator Report

Mr. Schaefer stated the city would like to pursue updating the building codes to the ICC 2021 Codes. He said we are currently using the ICC 2015 codes which the county is also using. He said we must post and set the codes aside for 90 days, for public review and inspection. He stated he hopes to prepare language in January 2024. The intention is to give notification that they will be available for review. He asked the board to consider holding a work session to discuss the code updates. The city does contract with the county for mechanical, electrical and plumbing. The updated code will include property

maintenance, building, spa and energy updates. Mayor Hatfield asked that this information is also shared with the Architectural Review Board.

Mr. Schaefer discussed the leaf vacuuming schedule and wanted to know if the board would like the last pick up to take place in January. The proposed schedule begins in late October and runs through the week of Christmas, with five pickups during this time. Hendel Landscaping advised they will work with the city, but feels it is best to keep the existing schedule. The board stated they are comfortable with the proposed schedule. Mr. Schaefer stated a mailer will be prepared, and we will begin to put the information in upcoming newsletters.

Mr. Schaefer stated in regard to the IT strategic planning, World Wide Technology was onsite this week doing intense discovery work, working with staff and looking at equipment. There were great discussions. They will prepare a report and plan to come to an upcoming board meeting, to discuss the findings.

H. CONSENT AGENDA:

1. Minutes August 15, 2023, regular meeting and August 21, 2023, special meeting.
2. Warrant lists for August 1 – August 31, 2023
3. **Resolution No. 2023-541**: A resolution authorizing a professional services agreement with SM Wilson to conduct a long-range facility assessment of City Hall and Public Works Garage
4. **Resolution No. 2023-542**: A resolution approving an agreement for legal services for a provisional prosecuting attorney
5. **Resolution No. 2023-543**: A resolution authorizing a unit-price agreement with Clipper Tree and Landscaping for on-call supportive forestry services

MOTION: Alderperson O'Brien made a motion and Alderperson Mannion made a second to approve the consent agenda.

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

I. UNFINISHED BUSINESSI

There was no unfinished business.

J. NEW BUSINESS:

1. **Bill No. 2023-2071**: An ordinance to confirm, ratify and approve the rate of tax to be assessed and collected for each One Hundred Dollars (\$100) of assessed valuation for the year 2023 for general municipal purposes.

There were no additional questions nor discussion on this topic.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2023-2071.

MOTION: Alderperson Kilker a motion and Alderperson Mannion made a second to the motion to approve a second reading of Bill No. 2023-2071. All alderpersons presented voted "Aye". The vote was unanimous. **MOTION PASSED.**

Mayor Hatfield asked Ms. Ross for a second reading of Bill No. 2023-2071.

Bill No. 2023-2071: An ordinance to confirm, ratify and approve the rate of tax to be assessed and collected for each One Hundred Dollars (\$100) of assessed valuation for the year 2023 for general municipal purposes

Mayor Hatfield asked for a motion to approve Bill No. 2023-2071.

MOTION: Alderperson Mannion made a motion to approve Bill No. 2023-2071 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 Mannion, "Aye"; Alderperson Kilker, "Aye"; Alderperson Griesedieck, "Aye"; Alderperson O'Brien, "Aye"; Alderperson Millman, "Aye"; and Alderperson Mullis, "Aye". All Alderpersons present voted "Aye." The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

2. **Bill No. 2023-2072**: An ordinance enacting Section 340.380 of the Frontenac City Code relating to hands-free driving

Mr. Schaefer stated effective late August, General Assembly adopted legislation which prohibits driving while holding hand held devices. They will not allow police departments to enforce this law until January 2025. The law will not allow departments to pull over drivers for this offense, but they can be cited as a secondary offense. This ordinance will allow cases to be heard in municipal court, however we are unsure if we are able to regulate it.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2023-2072.

MOTION: Alderperson Kilker made a motion and Alderperson Mullis made a second to the motion to approve a second reading of Bill No. 2023-2072. All alderpersons presented voted "Aye". The vote was unanimous. **MOTION PASSED.**

Mayor Hatfield asked Ms. Ross for a second reading of Bill No. 2023-2072.

Bill No. 2023-2072: An ordinance enacting Section 340.380 of the Frontenac City Code relating to hands-free driving

Mayor Hatfield asked for a motion to approve Bill No. 2023-2072.

MOTION: Alderperson Mannion made a motion to approve Bill No. 2023-2072 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 Kilker, "Aye"; Alderperson Griesedieck, "Aye"; Alderperson O'Brien, "Aye"; Alderperson Millman, "Aye"; Alderperson Mullis, "Aye"; and Alderperson Mannion, "Aye". All Alderpersons present voted "Aye." The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

3. **Bill No. 2023-2073:** An ordinance repealing Ordinance 1488 and authorizing participation in the Missouri Back to School Sales Tax Holiday as required under Missouri Senate Bill 153.

Mr. Schaefer stated the general assembly preempted cities for opting out of the sales tax holiday, for back to school items such as clothing, laptop computers, etc. This holiday is imposed the first weekend of August. It is reflected by ordinance and the city needs to remove it entirely.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2023-2073.

MOTION: Alderperson Mullis made a motion and Alderperson Griesedieck made a second to the motion to approve a second reading of Bill No. 2023-2073. All alderpersons presented voted "Aye". The vote was unanimous. **MOTION PASSED.**

Mayor Hatfield asked Ms. Ross for a second reading of Bill No. 2023-2073.

Bill No. 2023-2073: An ordinance repealing Ordinance 1488 and authorizing participation in the Missouri Back to School Sales Tax Holiday as required under Missouri Senate Bill 153.

Mayor Hatfield asked for a motion to approve Bill No. 2023-2073.

MOTION: Alderperson Millman made a motion to approve Bill No. 2023-2073 and Alderperson Mullis made a second for approval.

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

ROLL CALL VOTE: Alderperson Griesedieck, “Aye”; Alderperson O’Brien, “Aye”; Alderperson Millman, “Aye”; Alderperson Mullis, “Aye”; Alderperson Mannion, “Aye”; and Alderperson Kilker, “Aye”. All Alderpersons present voted “Aye.” The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

K. 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.

MOTION: Alderperson Mullis made a motion and Alderperson Kilker made a second to the motion to go into executive session for purposes of (1) legal (3) personnel and (12) contract negotiations.

ROLL CALL VOTE: Alderperson O’Brien, “Aye”; Alderperson Millman, “Aye”; Alderperson Mullis, “Aye”; Alderperson Mannion, “Aye”; Alderperson Kilker, “Aye”; and Alderperson Griesedieck, “Aye”. All Alderpersons present voted “Aye.” The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

The meeting was adjourned at 6:30 p.m.