

# CITY OF FRONTENAC



## MINUTES OF THE CITY OF FRONTENAC BOARD OF ALDERPERSONS OCTOBER 17, 2023

The October 17, 2023 regular meeting of the Board of Alderpersons of the City of Frontenac was called to order at 6:04 p.m. with Kate Hatfield, presiding. The Alderpersons present were Pat Kilker, Meg Mannion, Jamie Griesedieck, Scott Mullis, and Tom O'Brien. Alderperson Dan Millman was absent.

Also, in attendance was City Administrator, Scott Schaefer; City Clerk, Leesa Ross; City Attorney, Kevin O'Keefe; Fire Chief, Floyd Blake; Police Captain, Craig Picha; Public Works Director, Jeff Wappelhorst; and Finance Officer, Lea Ann Bennett.

The Pledge of Allegiance was stated.

### A. MOTION TO APPROVE AGENDA

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

**MOTION:** Alderperson Kilker made a motion and Alderperson Mannion made a second to approve the meeting agenda. All Alderpersons presented voted "Aye". The vote was unanimous. **MOTION PASSED.**

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

No public comments were made.

### C. MAYOR'S COMMENTS, REPORTS, APPOINTMENTS

Mayor Hatfield mentioned the Frontenac Garden Club and the fall planting and trash bash, which took place recently. They collected 27 bags of trash. She stated she spoke to Chief Guttmann and asked for some help with traffic control at the next bash.

Mayor Hatfield congratulated the following employees on work anniversaries.

Brent Lockwood, Police Corporal, 23 years

Bill Wolf, Firefighter/Paramedic, 22 years

Jon Jespersen, Building Department, 19 years

Matt Wilkes, Public Works Street Worker, 18 years

Joyce Lee, Court Administrator, 6 years

Kevin Vogelsang, Firefighter/Paramedic, 2 years

**D. COMMENTS BY BOARD OF ALDERPERSON MEMBERS**

Aldersperson Mullis thanked everyone for a very successful festival. Mayor Hatfield concurred and stated everything was nice and she received positive feedback from residents.

Aldersperson O'Brien asked if the business next to Frontenac Honda had opened. Mr. Schaefer stated no.

**E. REPORTS OF OFFICERS AND COMMITTEES AND APPROVED MINUTES**

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

Mayor Hatfield stated the above reports will stand as submitted.

**F. CITY STAFF'S REPORT**

- 1. City Clerk

Ms. Ross had no report.

- 2. Finance Officer

Ms. Bennett stated revenue is up 4.6%, which accounts to \$85,000. She said expenses are even with the budget. Sales Taxes were up by 4.4% above last year and 2.8% above budget. Mayor Hatfield requested that the financial reports go to the Ways & Means Committee before the Board.

- 3. City Administrator Report

Mr. Schaefer provided an update on strategic plan issues. He stated the fall festival was a great success and he received positive feedback. He also stated the attendance was great and it was an overall great experience. He also said the Garden Club's Trash Bash and plantings, were very successful. He said the city will play a limited roll with the garden club, and stated their next event is their garden tour in the spring of 2024.

Mr. Schaefer stated H3 Studio was contracted for a zoning code update and to modernize the zoning codes. He said a meeting is set on Friday, October 21 at 2:00 p.m., with Mayor Hatfield, Aldersperson O'Brien and representatives of the Planning & Zoning Commission.

Mr. Schaefer stated the garden club needs mulch, and he said he would reach out to Ameren Missouri, to see if they are able to provide mulch. He said the garden club will ask for assistance from the Public Works Department, to assist with mulch and watering.

Mr. Schaefer stated he is meeting with WWT on the IT strategic plan, and they are in the process of drafting a report.

**G. CONSENT AGENDA:**

1. Minutes September 27, regular meeting.
2. Warrant lists for September 1 – September 30, 2023
3. **Resolution No. 2023-544**: A resolution authorizing the City Administrator on behalf of the City of Frontenac, Missouri to purchase a 2024 Chevy Silverado Crew Cab Utility Truck for use by the Fire Department

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

**ROLL CALL VOTE**: Alderperson Mannion, "Aye"; Alderperson Kilker, "Aye"; Alderperson Griesedieck, "Aye"; Alderperson O'Brien, "Aye"; and Alderperson Mullis, "Aye". All Alderpersons present voted "Aye." The vote was unanimous. **MOTION PASSED by a vote of 5-0.**

**I. UNFINISHED BUSINESSI**

There was no unfinished business.

**J. NEW BUSINESS:**

Discussion of the City providing limb brush pickup services for Frontenac subdivisions.

Mr. Schaefer stated, this program was requested by subdivision trustees. He stated he secured several bids for curbside brush collection for subdivisions. He referenced his memo, which was sent Friday on this subject. He stated he and Ms. Bennett spoke to City and Village Tax, who stated they are no longer in the business of collecting fees for non-contiguous properties, as they feel they will not recover their costs, and are not taking on new contracts, unless it is a mandatory citywide collection.

Mr. Schaefer sought direction from the Board on their preference. Mr. O'Keefe gave some background on the subject. There was also discussion among the mayor and board of alderpersons. There was a suggestion to try to find another vendor to do the billing, and additional discussion on whether the city's trash vendor or leaf vacuuming vendor would do the work. Mayor Hatfield stated they both were asked, and said no.

Mr. Schaefer advised that we are not staffed and don't have the software to bill. He suggested we could possibly pick a preferred vendor and extend the household rate to the residents and HOAs who do want to get involved. He said we could attempt to get a comfort level from the vendors to see if they are interested.

Mr. O’Keefe stated the city fronting the money and recovering it is a fairly unusual arrangement. The city should not pay a bill, and take the risk of non-payment. Mr. O’Keefe gave additional comments regarding the city collecting money for collection services. Ms. Bennett gave additional comments.

Aldersperson Mannion stated it is too complicated, and other alderspersons agreed. Mayor Hatfield stated she will go back to the trustees and say, it is not feasible idea.

**K. EXECUTIVE SESSION FOR R.S. MO 610.021 (3) PERSONNEL AND MEETING ADJOURNMENT**

Mayor Hatfield asked for a motion to adjourn the meeting.

**MOTION:** Aldersperson Mullis made a motion and Aldersperson Griesedieck made a second to the motion to go into executive session for purposes of (3) personnel.

**ROLL CALL VOTE:** Aldersperson Kilker, “Aye”; Aldersperson Griesedieck, “Aye”; Aldersperson O’Brien, “Aye”; Aldersperson Mullis, “Aye”; and Aldersperson Mannion, “Aye”. All Alderspersons present voted “Aye.” The vote was unanimous. **MOTION PASSED by a vote of 5-0.**

The meeting was adjourned at 6:34 p.m.