

CITY OF FRONTENAC



MINUTES OF THE CITY OF FRONTENAC BOARD OF ALDERPERSONS TUESDAY, JULY 16, 2024

The July 16, 2024 regular meeting of the Board of Alderpersons of the City of Frontenac was called to order at 6:06 p.m. with Kate Hatfield, presiding.

The Alderpersons present were Pat Kilker, Meg Mannion, Scott Mullis, Jamie Griesedieck, Tom O'Brien and Dan Millman.

Also, in attendance was City Attorney, Kevin O'Keefe; Interim City Administrator/City Clerk, Leesa Ross; Police Chief, Mark Guttman; Fire Chief, Floyd Blake; Assistant Fire Chief, Kevin Halloran; Public Works Director, Jeff Wappelhorst; Finance Officer, Lea Ann Bennett; Building Commissioner, David Fairgrieve and Administrative Clerk, Shari Cooper.

The Pledge of Allegiance was stated.

A. MOTION TO APPROVE AGENDA

Mayor Hatfield asked for a motion to approve tonight's amended agenda, moving Resolution 2024-571 to New Business.

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

B. PUBLIC HEARING

No comments were made.

C. MAYOR'S COMMENTS, REPORTS, APPOINTMENTS

Mayor Hatfield thanked the following employees for their years of service with the City of Frontenac.

Michael Teague (Fire)34 Years
Gary McDaniel (Police)29 Years
Robert Scronce (Police)21 Years
Bryant Wuertz (Police).....15 Years
Derrick Flannigan (Police)6 Years
Jacob Winford (Fire)4 Years

Mayor Hatfield relayed that JR Mayer Jr. has decided that his work and other commitments don't align well with the ZBA and is stepping down. She made the following appointment of Beth Harkonnen to take his position on the ZBA. She stated that Ms. Harkonnen is a trustee of the Frontenac Woods, which is in Ward 3. In addition to her leadership experience with Staples, a fortune 500 international company, she has experience in Frontenac working with both the DESCO development and the Plaza in reaching positive solutions to issues from brush and trees hanging on the fence to lighting issues and working with the police when criminal activity spilled over to the neighborhood. Ms. Harkonnen's appointment will also help to balance the ZBA with equal representation from each ward.

MOTION: A motion was made by Alderperson Kilker and seconded by Alderperson Millman to approve Mayor Hatfield's appointment of Beth Harkonnen as a member of the ZBA to complete the term of JR Mayer Jr. All Alderpersons present voted "Aye". The vote was unanimous. **MOTION PASSED.**

D. COMMENTS BY BOARD OF ALDERPERSON MEMBERS

No comments were made.

E. REPORTS OF OFFICERS AND COMMITTEES AND APPROVED MINUTES

1. Planning & Zoning Commission:None
2. Ways & Means Committee:.....June, 2024
3. Public Works Commission:None
4. Building Commissioner's Report:June, 2024 (Amended to include Flower Child)

Mayor Hatfield stated the above reports will stand as submitted.

G. CITY STAFF'S REPORT

1. Interim City Administrator/City Clerk Report

Ms. Ross stated the City will be an election site for the primaries in August. P&Z work group had a meeting today. Next one will be on August 1 at 2 p.m. Omega moved to a temporary location on the 2nd floor in the Plaza. When their construction is complete then construction for Anthropologie will be initiated.

2. Finance Officer Report

Ms. Bennett stated that the May 2024 revenues are higher than budget due to sales tax and expenses are over budget by 0.25 largely due to 16 World Wide Technology studies establishing 90 IT roadmap to implement the IT Strategic Plan, which was not budgeted.

3. Strategic Plan Update

Aldersperson Dan Millman requested clarification on the Frontenac Garden Club reporting under the agenda item listed under City Staff Reports within Strategic Plan Update. Mr. O’Keefe clarified that the Frontenac Garden Club is a separate legal entity from the City.

Mr. David Fairgrieve presented to the Board an update on the FY24 strategic priorities, including 215 permits issued with a value of \$224,000, 20 new builds, 1-7 new permits for ARB review each meeting, and an average permit turnaround time of 10 days. In addition to a lot of time in construction review, there have been a lot of bamboo complaints under building code violations and recently multiple sunshine law requests for large volumes of documents. Ms. Ross added that a \$500.00 deposit is being requested to help offset the costs of providing the documents.

Chief Floyd Blake provided an update on the Fiscal Year 2024 strategic priorities including the ISO rating which has been achieved a solid-high level 2 that missed a 1 rating by a point. The fire department has had retirements and promotions from within. Succession planning is in place including an officer development policy.

Chief Mark Guttman stated the department is in the process of preparing for 2025 reaccreditation. Of the 236 written reports, the police department has a violent crime clearance of 100% and nonviolent crime clearance rate of 41%, which both are improvements over prior reporting periods. Chief added that we currently have one position open as one of our recently hired officers resigned and took a position in the private sector.

Mr. Jeff Wappelhorst provided and reviewed a written summary which was included in the Board packet.

Mrs. Rita Diekemper gave a brief overview of the Frontenac Garden Club and their involvement with the City. She also reviewed previous projects that involved volunteer participation. Mrs. Diekemper requested a formal commitment from the City to help fund the maintenance and upkeep of the plantings.

Aldersperson Mullis thanked Mrs. Diekemper for everything that the club has done so far. No further discussion was had.

H. CONSENT AGENDA

1. **Minutes** of June 18 and June 25, 2024 Regular and Special Board of Alderspersons Meetings.
2. **Warrant lists** – June 1 – June 27, 2024

MOTION: Aldersperson Mannion made a motion and Aldersperson Mullis made a second to approve the consent agenda.

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

ROLL CALL VOTE: Alderperson Mannion, “Aye”; Alderperson Mullis, “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.**

I. UNFINISHED BUSINESS:

1. **Resolution No. 2024-570:** A resolution of the City of Frontenac, Missouri, authorizing purchase of drones for use by the fire and police departments.

Chief Guttman provided an update on the drones. He specified that the issue remains in process in both the house and senate with different bills. Resolution is to remain under unfinished business.

J. NEW BUSINESS:

1. **Resolution No. 2024-571:** A resolution of the City of Frontenac, Missouri, authorizing a request for proposal (RFP) for a professional search firm to find a city administrator candidate.

Discussion was held in regards to the failed process to fill the city administrator position.

MOTION: Alderperson Millman made a motion and Alderperson Mullis made a second to approve Resolution No. 2024-571.

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

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

2. **Bill No. 2024-2093:** An Ordinance to readopt Chapter 125 of the Code of Ordinances of the City of Frontenac, Missouri regarding conflicts of interest.

There was no discussion on this bill. Mayor Hatfield asked for a motion for a second reading of Bill No. 2024-2093.

MOTION: Alderperson Kilker made a motion and Alderperson Mannion seconded for a second reading of Bill No. 2024-2093. All Alderpersons present voted “Aye”. The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

Mayor Hatfield asked Ms. Cooper for a second reading of Bill No. 2024-2093.

Bill No. 2024-2093: An Ordinance to readopt Chapter 125 of the Code of Ordinances of the City of Frontenac, Missouri regarding conflicts of interest.

Mayor Hatfield asked for a motion to approve Bill No. 2024-2093.

MOTION: Alderperson Mannion made a motion and Alderperson Mullis seconded approval of Bill No. 2024-2093.

Mayor Hatfield asked Ms. Cooper to poll the Board.

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

3. **Bill No. 2024-2092:** An Ordinance to authorizing the mayor to enter into an agreement to provide refuse, recycling and yard waste collection and disposal services to the residents of the City of Frontenac, Missouri.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2024-2092.

MOTION: Alderperson Millman made a motion and Alderperson O’Brien seconded for a second reading of Bill No. 2024-2092. All Alderpersons present voted “Aye”. The vote was unanimous. **MOTION PASSED by a vote of 6-0.**

Mayor Hatfield asked Ms. Cooper for a second reading of Bill No. 2024-2093.

Bill No. 2024-2092: An Ordinance to authorizing the mayor to enter into an agreement to provide refuse, recycling and yard waste collection and disposal services to the residents of the City of Frontenac, Missouri.

Mayor Hatfield asked for a motion to approve Bill No. 2024-2092.

MOTION: Alderperson Mannion made a motion and Alderperson Mullis seconded approval of Bill No. 2024-2092.

Mayor Hatfield asked Ms. Cooper to poll the Board.

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

K. MEETING ADJOURNMENT

MOTION: Alderperson Kilker made a motion and Alderperson Mullis made a second to the motion to go into executive session for purposes of RSMO 610.021 (1) Legal and (3) Personnel.

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

L. RETURN TO OPEN SESSION

Open session began again at 7:30 p.m.

MOTION: Alderperson Mannion made a motion and Alderperson Kilker made a second to the motion to end the moratorium which was voted into place on May 21, 2024.

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

M. ADJOURNMENT

Mayor Hatfield asked for a motion to adjourn.

MOTION: Alderperson Millman made a motion to adjourn the meeting and Alderperson Kilker made a second to the motion. All Alderpersons presented voted “Aye”. **MOTION PASSED by a vote of 6-0.**

The meeting was adjourned at 7:25 p.m.