

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF ALDERMEN OF TWIN OAKS,
TWIN OAKS TOWN HALL
ST. LOUIS COUNTY, MISSOURI
WEDNESDAY, JUNE 16, 2021**

The meeting of the Twin Oaks Board of Aldermen was called to order at 7:01 pm. Roll Call was taken:

Mayor: Russ Fortune – yea

Aldermen: April Milne – yea
Dennis Whitmore – yea

Lisa Eisenhauer – yea
Tim Stoeckl – yea

Also Present: Frank Johnson, City Clerk
Paul Rost, City Attorney

Permanent records are kept of all minutes and ordinances. Each ordinance is read a minimum of two times by title, unless otherwise noted.

APPROVAL OF THE AGENDA

Mayor Fortune asked if there were any changes to the agenda. Hearing none, Alderman Milne motioned to approve the Agenda, seconded by Alderman Whitmore. The motion passed by a voice vote.

APPROVAL OF THE CONSENT AGENDA

Mayor Fortune asked if there were any changes to the Consent Agenda consisting of the June 2, 2021 Regular Session Minutes, June 2, 2021 Closed Session Minutes, the Bills List from May 29, 2021 to June 11, 2021 and Credit Card List from May 1, 2021 to May 31, 2021. Alderman Stoeckl motioned to approve the Consent Agenda seconded by Alderman Eisenhauer. The motion passed by voice vote.

REPORTS OF COMMITTEES/COMMISSIONS/CONTRACTORS

St. Louis County Police Department: Mayor Fortune introduced Captain Tanner and Sergeant Conrardy of the 7th Precinct. Both are new to the 7th Precinct this year. Each of the gentlemen had the opportunity to introduce themselves and give of brief background of their time with St. Louis County.

Mayor Fortune stated that the City is happy with Officer Wehner as our resident officer. He has been a great addition to the City.

Financial Statement-Jeff Blume: Jeff Blume, Financial Consultant, joined the meeting via Zoom. Mr. Blume reviewed the financial statement for May with the Board. The City's sales tax revenue is down approximately \$55,000.00 from this time last year. The City's overall revenues is down approximately \$58,000.00. Mr. Blume is concerned about this decrease since total retail sales at grocery stores are down. The trend at this time shows people are spending more money on services and going out to dinner. This is not good for the City at this time. He recommends a word of caution to the City to be aware of this trend in their capital spending and budget process. Other taxes are on target.

PRELIMINARY CITIZEN COMMENTS

Jeff Graves stated he liked the new wall which was installed at Boly Lane. The intersection he felt was more open and visible.

NEW BUSINESS

Bill No. 21-10-An Ordinance Creating The Position Of City Clerk/Administrator And Appointing Frank Johnson To The Position: First reading of Bill No. 21-10 was read. Mayor Fortune ask if there were any questions concerning Bill No. 21-10. The second reading of Bill No. 21-10 was read. Alderman Milne motioned to approve Bill No. 21-10, seconded by Alderman Whitmore and the motion passed on a roll call vote as follows: Aldermen Milne-yea, Eisenhower-yea Whitmore-yea and Stoeckl-yea. Mayor Fortune stated that Bill No. 21-10 being duly passed becomes Ordinance No. 21-10.

Mayor Fortune issued the oath of office to City Clerk Johnson.

Bill No. 21-11-An Ordinance Approving Amendments To Municipal Code Chapter 610, Regulations Pertaining To Peddling, Soliciting And Canvassing: First reading of Bill No. 21-11 was read. Attorney Rost reviewed the changes that were made to Chapter 610 which were in accordance with the changes passed by the United States District Court. Mayor Fortune ask if there were any questions concerning Bill No. 21-11. The second reading of Bill No. 21-11 was read. Alderman Whitmore motioned to approve Bill No. 21-11, seconded by Alderman Eisenhower and the motion passed on a roll call vote as follows: Aldermen Milne-yea, Eisenhower-yea Whitmore-yea and Stoeckl-yea. Mayor Fortune stated that Bill No. 21-11 being duly passed becomes Ordinance No. 21-11.

Resolution 2021-20-A Resolution Of The Twin Oaks Board Of Aldermen Approving An Agreement With Nick Damato, DBA STL Holiday Lighting, For Annual Maintenance Of The Permanent Lighting Installed On Twin Oaks Town Hall: Mayor Fortune asked for any questions concerning Resolution 2021-20. Mayor Fortune asked for a motion to approve Resolution 2021-20. Alderman Milne motioned to approve Resolution 2021-20, seconded by Alderman Whitmore. The motion passed by voice vote of four yes, zero no.

Committee/Commission Reappointments: City Clerk Johnson presented Mary Young for appointment to the Planning & Zoning Commission. Mayor Fortune asked for a motion to approve this Commission appointment. Alderman Eisenhower motioned to approve the presented appointment, seconded by Alderman Milne. The motion passed by voice vote of four yes, zero no.

DISCUSSION ITEMS

Accounting RFP: The City had received two proposals for accounting services. In his review of the proposals City Clerk Johnson found that many of the firms also want to include the yearly Audit as well as the accounting work.

Ijaz Group is based out of Washington DC and it does not appear that they have a local office in St. Louis.

Kerber, Eck & Braeckel, LLP (KEB) have an office in St. Louis. City Clerk Johnson had a preliminary meeting with someone from the firm. He stated that this firm has worked with City's the size of Twin Oaks. Their fee is based on an hourly charge. Alderman Milne asked approximately how much time that Jeff Blume spends per month on the City's finances in hopes of making some kind of comparison.

City Clerk Johnson recommended scheduling a meeting with KEB to help with answering any questions the Board may have. The Board was in agreement to schedule a meeting. Mayor Fortune would like to have a representative from the KEB firm at the July 7th Work Session.

Alderman Stoeckl asked what the City is paying for Jeff Blume's services. At this time the City pays Mr. Blume \$1,500.00 a quarter. City Clerk Johnson stated that Mr. Blume would like to stay as the City's financial consultant. He proposed attend the Board meetings via Zoom and attend one meeting in person per quarter.

Birnamwood Condominium Drainage Channel Maintenance: City Clerk Johnson gave a brief history of this drainage area. MSD gave the City a stormwater easement agreement which allowed the City to go in and build the drainage area. This agreement, however does not promise that the City will maintain this area. The area is in need of repair but it is not an emergency at this time.

Alderman Milne asked if you can spend City money to repair something on private property. Attorney Rost stated that since it is a regional issue effecting stormwater you can spend City money to fix the problem.

The Condominium Association did get a bid from a tuck-pointing company for the repair. The Board would like to get two additional bids. City Clerk Johnson will work to attain these bids.

Attorney Rost also stated that a permit from MSD may be required. The Contractor would be able to check on this and obtain if necessary.

ATTORNEY'S REPORT

If the Board agreed to go into Closed Session Attorney Rost would update the Board on a litigation issue.

CITY CLERK'S REPORT

General Updates

Bond Compliance Certification

- The City has completed its annual bond certification and reporting process as required for the 2017 Certificates of Participation issued to finance the construction of City Hall. See the annual report included in the board packet for more details.

Twin Oaks Branded Clothing

- A previous order placed for 12 embroidered items branded with the City logo was not able to be recalled following the June 2nd meeting. Therefore, no additional items for the Board of Aldermen are necessary. This order included T-shirts and hoodies for maintenance staff.

Project Updates

Twin Oaks Park Mulching

- Focal Pointe completed the mulching of the Twin Oaks Park on June 14. This completes the mulching work in the City for the year.

Tree Removal

- Davey removed the large tree in the Park on June 14.

Striping Maintenance

- Maintenance staff is currently working on restriping various locations throughout the City. The City Hall parking lot, Boly Lane and Autumn Leaf Drive have been completed.

Twin Oaks Presbyterian Church Berm

- BFA has suggested that we modify the berm plan to come in under the County's permit requirements. This could be accomplished by removing the swale from the plans and only constructing the berm. Staff discussed this with the Church management and is currently waiting to see if the Church's board would agree to this modification.

Alderman Whitmore asked if Public Works Director John Williams would be able to strip Meramec Station Road since the road is in need of restriping. City Clerk Johnson stated that Mr. Williams would not be able to do this striping, but the Board was in agreement to revisit the bids the City had received from Traffic Control last year on restriping Meramec Station Road.

Alderman Milne would like to have had a notice of the lane closure on Boly Lane sent out to the residents. Alderman Eisenhower stated that in talking with Mr. Williams, he was notified the evening before by Crowder Construction that they were coming the next day.

MAYOR AND ALDERMAN COMMENTS

Alderman Whitmore likes the new retaining wall on Boly Lane, but feels that the wall is closer to the road than the previous wall and that reflectors may be needed on the wall. He also asked if the fireworks on October 16th will be beginning earlier. Mayor Fortune stated that yes they would be beginning around 8:15 pm.

Mayor Fortune stated that they are trying to think of a theme for the fireworks. He would like to have it reflect the heroes of the past year, i.e. essential workers, doctors, nurses, police, etc.

Alderman Stoeckl stated the City has quite a few new residents and wondered if the City sends anything to new residents. City Clerk Johnson stated that they receive a welcome letter and a New Resident booklet.

FINAL CITIZEN COMMENTS

There were no final citizen comments.

MOVE TO CLOSED SESSION

Alderman Whitmore motioned to go into closed session at 8:19 p.m. to discuss matters pursuant to Section 610.021 (1), seconded by Alderman Eisenhower. The motion passed by roll call vote as follows: Aldermen Eisenhower-yea, Milne-yea, Whitmore-yea and Stoeckl-yea.

ADJOURNMENT

The Board returned to regular session at 8:46 p.m. There being no further business, Alderman Eisenhower motioned to adjourn the regular meeting at 8:46 p.m., seconded by Alderman Milne and the motion passed with the unanimous consent of the Board of those present.

Drafted By: Theresa Gonzales
Theresa Gonzales,
Administrative Assistant

Date of Approval: 7-7-2021

ATTEST:

Frank Johnson
Frank Johnson
City Clerk

Russ Fortune
Russ Fortune,
Mayor, Board of Aldermen