

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF ALDERMEN OF TWIN OAKS,
TWIN OAKS TOWN HALL
ST. LOUIS COUNTY, MISSOURI
WEDNESDAY, AUGUST 5, 2020**

The meeting of the Twin Oaks Board of Aldermen was called to order at 7:00 pm. Roll Call was taken:

Mayor: Russ Fortune-yea

Aldermen: April Milne –attend virtual
Dennis Whitmore –yea

Lisa Eisenhower – arrived 7:02 pm
Tim Stoeckl – yea

Also Present: Frank Johnson, City Clerk
Paul Rost, City Attorney-attended virtually
Tiffany Campbell, BFA Engineering
Matt Rossman-Rossman Partners LLC
Ross Brown-Rossman Partners LLC

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 Stoeckl 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 July 15, 2020 Regular Session Minutes, the July 28, 2020 Special Session Minutes and the Bills List from July 11, 2020 to July 31, 2020. Alderman Whitmore motioned to approve the Consent Agenda seconded by Alderman Stoeckl. The motion passed by voice vote.

PUBLIC HERARING

The Public Hearing regarding the recommendation of the Planning & Zoning Commission concerning approval with conditions of an application by Rossman Partners LLC for an amended final development plan submitted for the Big Bend Square Shopping Center outlot was called to order by Mayor Fortune at 7:03 p.m. Matt Rossman of Rossman Partners LLC reviewed the plans including the recommendations from the Planning &

Zoning Commission. Mr. Rossman indicated the masonry on the building was increased significantly and reviewed the parking as it stands today. Mr. Rossman stated that the majority of Dunkin Donuts business is A.M. traffic with 80% of the traffic drive-thru. He stated that the adjacent tenant space will be a fast in and out since the space will not accommodate a sit down restaurant.

Attorney Rost reviewed the recommendations from the Planning & Zoning Commission.

There being no further questions or discussion, Mayor Fortune closed the Public Hearing at 7:30 p.m.

STATE LEGISLATIVE UPDATE

State Representative Trish Gunby thanked the Board for providing a polling place for Tuesday's election. She reviewed upcoming dates for voter registration, absentee and mail in voting. These dates are also on her website.

Representative Gunby stated that next week the legislature will be called into a special session related to the increase of crime and gun violence. At this time there is a Bill going through the Senate wanting to move the age at which a minor can be tried as an adult from 18 years to 14 years old. She is not in favor of this Bill and would like to work to find other means to deal with the violence which our area is dealing with at this time.

Representative Gunby is working with the Manchester Business Association to organize a Small Business event on Saturday, October 3rd. With the COVID-19 situation she is not sure what form this event will take. She asked of the City could help to promote this event. She provided a link to sign up for the event.

She stated that her website contains a lot of information on help for small businesses as well as unemployment benefits. She is willing to help anyone who is experiencing delays in signing up for these benefits.

REPORTS OF COMMITTEES/COMMISSIONS/CONTRACTORS

Police Report: Officer Wehner reviewed the July Police Report. He reviewed again the Community Camera program. Only one resident has signed up for the program at this time. He asked the Board to talk to the residents about the program to hopefully gather more interest. If anyone has any questions they are welcome to give Officer Wehner a call.

Officer Wehner stated that he understood there was a concern while he was on vacation that police presence in the City was down. He stated that he did look into the situation and the contract Twin Oaks has with St. Louis County Police Department does not provide a replacement for him when he is on vacation. He reviewed the hours provided in the contract and what actually occurred. The patrols exceeded the contracted amount. He did

state that a lot of the patrols will be in the business area of the City. However, he and Sgt. Rodriquez have drafted an email to the police in the precinct stating what is expected while Officer Wehner is on vacation and where the patrols should be occurring.

Officer Wehner stated that he has been doing radar patrol, however when he is there speeding is not occurring. He is working to get the radar trailer from the County to put on Crescent Avenue.

PRELIMINARY CITIZEN COMMENTS

There were no preliminary citizen comment.

UNFINISHED BUSINESS

Resolution 2020-20-A Resolution Of The Twin Oaks Board Of Aldermen Approving And Authorizing The Mayor To Execute An Agreement With Gerstner Electric, Inc. For Work On Boly Lane: Mayor Fortune asked for any questions concerning Resolution 2020-20. Mayor Fortune asked for a motion to approve Resolution 2020-20. Alderman Whitmore motioned to approve Resolution 2020-20, seconded by Alderman Stoeckl. The motion passed by voice vote.

NEW BUSINESS

Bill No. 20-09-An Ordinance Amending Certain Sections Of Chapter 500 Code Of The City Of Twin Oaks Pertaining To the Building Code, Residential Code, Existing Building Code, Electrical Code, Plumbing Code, Mechanical Code and Property Maintenance Code And Enacting A New Swimming Pool and Spa Code: First reading of Bill No. 20-09 was read. Mayor Fortune ask if there was any discussion on Bill No. 20-09. Alderman Eisenhower had a question concerning the codes included in the Bill. The second reading of Bill No. 20-09 was read. Alderman Whitmore motioned to approve Bill No. 20-09, 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. 20-09 Being duly passed becomes Ordinance No. 20-09.

Resolution 2020-21-A Resolution Of The Twin Oaks Board Of Aldermen Approving An Agreement With STF, LLC Doing Business As Traffic Control Company For Certain Traffic Striping Services On Meramec Station Road: Mayor Fortune asked for any questions concerning Resolution 2020-21. City Clerk Johnson explained the options included in the proposal. He stated the Board should keep in mind that Meramec Station Road will be in need of repair within the next few years. Mayor Fortune asked Tiffaney Campbell what the life expectancy for the paint. Ms Campbell stated that it should last for 3-4 years depending on yearly snow and ice accumulations. Mayor Fortune stated that since the road is in need of repair he would recommend going with the paint. Mayor Fortune asked for a motion to approve Resolution 2020-21. Alderman Milne motioned to

approve Resolution 2020-21, seconded by Alderman Whitmore. The motion passed by voice vote.

DISCUSSION ITEMS

Dunkin Donuts Development Plan: City Clerk Johnson recommended Attorney Rost to go through the Planning & Zoning Commission recommendations and the Board could discuss each item.

Attorney Rost read the recommendations. Alderman Whitmore had a question concerning where the construction equipment will be stored. Mr. Rossman stated that the equipment will be kept on their property. Mayor Fortune had a concern with the traffic arrows on the parking lot could lead to confusion for drivers. It was recommended to add arrows at the other entrance as well to create a lane pointing to the drive thru.

Discussion ensued regarding the labeling of the adjoining tenant space. At this point it is slated for a restaurant which will limit the use. The Board was in agreement to re-label the space for retail sales or restaurant.

The brick façade has been increased. Alderman Whitmore stated he would like to see a sample of the product that will be used.

Discussion ensued concerning the sign at the entrance to the shopping center. When the outlot was purchased by Dunkin Donuts part of the agreement included that they would not be able to use the available signage space on the pylon sign at the entrance. Dunkin Donuts has proposed putting their sign under this area. Alderman Eisenhower stated that traveling east on Big Bend the black fencing blocks the sign in this location. Mayor Fortune stated he will speak to Tim Breece of Proper Development to see if a compromise can be reached.

The final point was the signage on the building. There are five (5) wall signs allowed for Dunkin Donuts and three (3) for the future retail/restaurant area. The Board was in agreement on this point.

Alderman Eisenhower moved that an ordinance be prepared for the August 19, 2020 Board meeting that grants:

- Approval of the requested modification of the parking lot plan to allow 14 parking spaces (based on shared parking) and the parking lot layout as submitted
 - Clarify installation of arrows on parking lot to create lane pointing to drive thru as shown on SP1.1 (to reduce confusion)

Additional Notes

- The City was made aware of a deck being built on a property on Autumn Leaf without the proper permit. Per St. Louis County building code, repairs/replacements to more than 50 percent of an existing deck require a building permit. The property owner was informed via email and voicemail of the need to obtain a proper permit on July 24 and submitted a building permit application on August 4.
- Property owner on Crescent Ave. who built an above-ground pool without first obtaining a permit submitted his preliminary building permit application and received municipal zoning approval on July 14. He applied to St. Louis County for the building permit on July 23. It is currently pending review.
- Work has been completed or is currently scheduled to fix several potholes in the City, including at the exit from Big Bend Square between Hardees and Commerce Bank and at the Boly Lane entrance. Maintenance Supervisor John Williams also patched several potholes on Boly Lane and Crescent.
- Staff reformatted the new resident packet to use the City's new logo and letterhead and made minor content revisions. A copy will be included with the occupancy permit new residents receive.

City Clerk Johnson also stated that he is working with Attorney Rost to revamp the City's residential and commercial building permits.

MAYOR AND ALDERMAN COMMENTS

Alderman Whitmore stated that he has a name for someone in the regional office for the 2020 Census. He has called and left messages, however he has not heard back from them at this time. He also commented that the landscaping at City Hall looks good.

FINAL CITIZEN COMMENTS

There were no final citizen comments.

ADJOURNMENT

There being no further business, Alderman Stoeckl motioned to adjourn the regular meeting at 8:53 p.m., seconded by Alderman Eisenhower 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:

8-19-2020
ATTEST:

Frank Johnson
Frank Johnson
City Clerk

Russ Fortune
Russ Fortune,
Mayor, Board of Aldermen