

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF ALDERMEN OF TWIN OAKS,
TWIN OAKS TOWN HALL
ST. LOUIS COUNTY, MISSOURI
WEDNESDAY, FEBRUARY 16, 2022**

The meeting of the Twin Oaks Board of Aldermen was called to order at 7:12 pm. Roll Call was taken:

Mayor: Russ Fortune – yea

Aldermen: April Milne – remote via Zoom Lisa Eisenhauer – yea
Dennis Whitmore – yea Tim Stoeckl – yea

Also Present: Frank Johnson, City Clerk/Administrator
Paul Rost, City Attorney
Jeff Blume, Financial Consultant, remote via Zoom
Officer John Wehner

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 for a motion to approve the agenda. Alderman Dennis Whitmore so motioned, seconded by Alderman Lisa Eisenhauer. The motion passed by a voice vote.

APPROVAL OF THE CONSENT AGENDA

Mayor Fortune asked for a motion to approve the Consent Agenda consisting of the Regular Session Minutes of January 19, 2022; the Bills List from January 15 to February 11, 2022; and the Credit Card List from January 1 to January 31, 2022.

Alderman Whitmore motioned to approve the consent agenda seconded by Alderman Milne. The motion passed by a voice vote.

REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS

Park Committee Report: Alderman Stoeckl reported that the Park Committee met on February 10, 2022. The Park Committee finalized plans the Bingo/Chili Event that will be

held on March 11, 2022. Mayor Fortune clarified that the chili cooks will arrive at 6:00 p.m. and the doors will open to everyone at 6:30 p.m. with bingo play beginning at 7:00 p.m. Alderman Stoeckl also reported that the Committee is looking at bands for the upcoming Summer Concerts and that elections of officers will be held at the next Park Committee meeting on March 10, 2022.

Police Report: Officer John Wehner reviewed the January Police Report. Radio calls, police reports, and self-initiated calls remained the same as in December. Traffic enforcement was stepped up this month and there were five accidents in the City's two major intersections. No crimes were reported for the month of January. Alderman Whitmore stated that other municipalities are adding Ordinances addressing door tampering on cars and asked if Twin Oaks should adopt a similar law. Discussion ensued. City Attorney Paul Rost stated that an ordinance regarding the tampering of door locks on cars will be added to the next Board meeting agenda. Mayor Fortune shared his concern with the intersection of Big Bend and 141 not being plowed during winter weather events. Officer Wehner clarified that the Missouri Department of Transportation is responsible for clearing of the intersection as well as the on- and off-ramps. Officer Wehner stated that he called MoDOT several time to have the intersection cleared during the recent storm. Discussion ensued. The Board directed staff to have the City's contractor plow the overpass portion of Big Bend if needed and reach out to MoDOT to see if the City could take over responsibility for the intersection going forward.

Financial Statements: Jeff Blume reviewed the financial statement for the month of January. Mr. Blume reminded everyone that January is a tough month to review because we don't have previous months for comparison. He reminded the Board that the ARPA Grant will be moved back to fiscal 2021 when the audit is adjusted. The visit from the auditors has been set for April 1, 2022. Mr. Blume stated that sales tax collections are keeping up with projections but reminded the board that revenue from license and permit fees will run behind until the majority of business licenses are collected in July.

Mr. Blume asked the Board to review the transmittal letter for the 2022 budget to assure that it reflects the intentions and beliefs of the Board. Alderman Whitmore asked how the City's increased population as reflected in the 2020 census will impact sales tax distributions. Mr. Blume stated that he is encouraged by the increased number of residents but doesn't anticipate a significant change in revenues as a result. He further noted that a majority of the City's revenue comes from sales taxes.

PRELIMINARY CITIZEN COMMENTS

There were no preliminary citizen comments.

NEW BUSINESS

Resolution No. 2022-03: A Resolution of the Twin Oaks Board of Aldermen Approving an Agreement with Schaeffer Electric Company for Furnishing and Installing a Unit heater in the Comfort Station in Twin Oaks Park. Mayor Fortune asked for any questions regarding Resolution 2022-03. City Clerk/Administrator Frank Johnson stated that the Men's bathroom heater needs to be replaced, noting that the wiring has burned out. Discussion ensued. The Board determined that the bathroom would remain open while the City waits for the replacement. Alderman Whitmore motioned to approve Resolution 2022-03, seconded by Alderman Eisenhower. The motion passed by voice vote.

DISCUSSION ITEMS

Radar Sign Replacement: City Clerk/Administrator Johnson stated that the current speed radar signs have developed numerous issues. The battery life is becoming shorter and there is difficulty downloading data from the signs. City Clerk/Administrator Johnson provided the board with a cost breakdown of refurbishing the current signs versus purchasing new solar-powered signs. Given the issues with the batteries with the City's current signs, he recommended that the City purchase the solar-powered models. The cost of replacing all six signs can be deferred over the course of three years by purchasing two signs per year.

Mayor Fortune asked if the solar-powered models would work due to many City streets being heavily shaded. Alderman Eisenhower suggested buying one sign and using it as a test sign for reliability. Further discussion ensued. The Board agreed to purchase one new solar-powered radar sign as a test case and then revisit the issue later.

Flock Cameras: City Clerk/Administrator Johnson reviewed the proposal from Flock to install traffic cameras in the City of Twin Oaks. The cameras would provide data to law enforcement and aid in the identification of suspect vehicles. Four cameras would be needed to adequately cover the City. City Attorney Paul Rost had several questions regarding how the data produced by the camera is accessed and stored. He also noted that the contract doesn't appear to be tailored to municipalities that contract for police services, such as Twin Oaks. Discussion ensued. The Board asked Officer Wehner if members of the St. Louis County Police Department could attend the next board meeting to answer questions about how the cameras might be used.

ATTORNEY'S REPORT

City Attorney Rost provided an overview of a proposal from Volta to install electrical charge stations in the parking lot of Schnucks. He noted that submitted plans from the company use outdated photos of the development. City Attorney Rost stated that Volta would be informed that they need to go through the process of having Schnucks amend the final development plan in order to proceed.

CITY CLERK'S REPORT

City Clerk/Administrator Johnson referred the Board to his written report and provided a summary of its contents. The written report is reproduced below:

General Updates

Insurance Renewal for 2022

The City's insurance program will renew on April 3. Staff is currently working with our insurance broker to complete the paperwork necessary to receive the renewal quote.

Ace Hardware

The Planning and Zoning Commission has recommended the preliminary development plan application and conditional use permit from Westlake Ace Hardware for approval, subject to several conditions. Staff is currently planning on having the application for Board consideration at the March 2 meeting.

Enterprise Bank Refinancing

The approved term sheet is currently being reviewed by the underwriters at Enterprise Bank. We expect that process to finish up soon. Gilmore & Bell is working on amending the loan documents, which will then be reviewed by an internal legal team at Enterprise. We are currently planning for a closing date of April 1, which would match the original documents and allow for sufficient time.

2022 Municipal Officials Training Academy

The City has purchased the tuition option for the 2022 Municipal Officials Training Academy. This allows any elected official or staff member to attend any of the training sessions throughout the year. Please contact the city office if you would like more information on the training sessions and registration.

Salary Data Request

The City received a request on Jan. 12 from the St. Louis Post-Dispatch for the compensation paid to all city employees during the 2020-21 Fiscal Year, as well as the amount paid for the police contract. The requested information was supplied on Jan. 14.

Keep Right Sign

The City submitted a request to the Missouri Department of Transportation to replace the sign on 1/31 and a new sign has subsequently been installed.

Project Updates

Curb Repair RFP

Staff is currently working to update the inventories of curbs in the City in order to prepare the RFP for the curb work budgeted in the 2022 CIP. We also should be able to update and re-use the previous RFP prepared by BFA in 2019.

Park Border Fence RFP

Staff is also working on preparing an RFP to replace the wood shadowbox fence on the south border of the Park that runs between the Park and the houses on Golden Oak Court and Autumn Leaf Drive. The RFP is nearly finalized and should be published within the next two weeks.

Boly Lane Entrance

Entrance and exit both have sections that need to be repaired. Requires concrete and asphalt work. Does the board want to do a fix for the whole thing or just specific sections? Normally, you would replace the whole slab. If done piecemeal, won't last as long, won't be as strong. But, it's cheaper for now and a better idea if you still plan on reconfiguring the intersection.

In the process of getting bids. Have received one for Oreo & Botta for just the damaged concrete pavement sections for \$7,900, and one for the asphalt work from Topps for \$2,341. Topps is also working on a bid for the concrete portion.

Autumn Leaf Sinkhole

Section of curb is sinking, has been that way for years and getting worse. Asphalt will also need to be repaired if fixing the curb. Not sure what is causing the sinking. Have received a bid for \$3,995 plus \$795 (\$4,790 total) from Oreo & Botta. John recommends.

ROW Permits

Sunrise Telecom — AT&T Fiber Optic Cable

Work for this permit was originally scheduled to begin on Jan. 19 but was delayed to Jan. 31. On Feb. 7, work began on the Autumn Leaf portion of the project. As a reminder, this permit is for AT&T to install fiber optic cable throughout the City of Twin Oaks. Portions of Boly Lane and the "Old Town" area are not included. AT&T does not have a current estimate on when those areas will receive the service.

OJ Laughlin — Electric Service, New Valley Park FPD Station

The work related to this permit has been completed.

Collins & Hermann — Water Service, New Valley Park FPD Station

The work related to this permit has been completed.

MAYOR & ALDERMEN COMMENTS


Alderman Whitmore asked about housing a "Meet the Candidate" event for the residents running in the upcoming municipal election. The Board discussed holding the event in the evening, possibly before a Board meeting. There were no other comments.

FINAL CITIZEN COMMENTS

There were no citizen comments


ADJOURNMENT


There being no further business, Alderman Whitmore motioned to adjourn the regular meeting at 8:25 p.m., seconded by Alderman Eisenhower and the motion passed with the unanimous consent of the Board of those present.

Drafted By: 
Paula Dries
Assistant City Clerk

Date of Approval: 3.2.22

ATTEST:


Frank Johnson
City Clerk/Administrator


Russ Fortune,
Mayor, Board of Aldermen