

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF ALDERMEN OF TWIN OAKS,
TWIN OAKS TOWN HALL
ST. LOUIS COUNTY, MISSOURI
WEDNESDAY, JULY 20, 2022**

Mayor Russ Fortune called the meeting of the Twin Oaks Board of Aldermen to order at 7:00 p.m.
Roll Call was taken:

Mayor: Russ Fortune – yea

Aldermen: April Milne – yea Lisa Eisenhauer – absent
Dennis Whitmore – yea Tim Stoeckl – yea

Also Present: Frank Johnson, City Clerk/Administrator
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 for a motion to approve the agenda. Alderman April Milne so motioned, seconded by Alderman Dennis Whitmore. 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 July 6, 2022; the Special Session Minutes of June 22, 2022; the Bills list from July 2 through July 15, 2022; and the credit card list from June 1 through June 30, 2022. Alderman Whitmore asked for a clarification regarding the timing of the payment for the fireworks display. Alderman Tim Stoeckl motioned to approve the consent agenda, seconded by Alderman Milne. The motion passed by a voice vote.

REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS

Financial Statements: Financial Consultant Jeff Blume reported that the City has \$1.2 million dollars in its primary bank accounts compared to \$987,000 at this same time last year, an increase of approximately \$219,000. Mr. Blume stated that revenues continue to come in slightly ahead of budgeted projections. Expenditures are also tracking in line with budget. He said he expects revenues to end the year around 7 percent ahead of budget, and 12 percent ahead of last year. Overall, the City continues to be in good financial shape.

Semi-Annual Statement: Mr. Blume reported that the consolidated revenues and expenditures of the City of Twin Oaks, Missouri for the Six Months Ended June 30, 2022 were approximately

\$683,000 and \$565,000, respectively, resulting in a net excess of revenues over expenses and an increase in fund balance of about \$118,000. The City's non-trade, secured and appropriated indebtedness as of this date was about \$1,168,000.

Park Committee: Chair Joe Krewson reported that the Committee is currently in the process of planning for Family Fun Day. They are soliciting bids from vendors and hope to have their recommendations for staff by the end of the month. He stated that the Committee is also looking at setting a regular date for the June and August concerts, for example, the second Saturday of the month.

Mr. Krewson also reported that maintenance staff has noticed an increase in vandalism incidents since the Park bathroom lock timer was pushed back from 9:30 to 10 p.m. Discussion ensued. Alderman Milne asked staff to gather more specific information on the incidents and report back to the Board.

PRELIMINARY CITIZEN COMMENTS

There were no preliminary citizen comments.

NEW BUSINESS

Resolution No. 2022-17: A Resolution of the Twin Oaks Board of Aldermen Approving an Agreement with BFA, Inc. for Stormwater Calculations for a Proposed Stormsewer Pipe at 90 Crescent Ave. City Clerk/Administrator Frank Johnson read the resolution. He stated that this contract is for sizing the stormwater infrastructures that is proposed as part of the Crescent Ave Sidewalk project. Alderman Milne made the motion to adopt Resolution No. 2022-17, seconded by Alderman Whitmore. The resolution passed by a voice vote of three yea and one absent.

Bill No. 22-16: An Ordinance Amending Chapter 115 "City Officials" of the Municipal Code of the City of Twin Oaks to Add a New Article VII, Prosecuting Attorney. City Clerk/Administrator Johnson read the bill. He stated that this is the first of three ordinances related to the changes in the City's municipal court administration, as required by St. Louis County's decision to no longer provide prosecution services for the City. Mayor Fortune asked for any questions regarding Bill No. 22-16. Mayor Fortune requested City Clerk/Administrator Johnson read the bill a second time. Alderman Whitmore motioned to approve Bill No. 22-16, seconded by Alderman Milne, and the motion passed on a roll call vote as follows: Alderman Milne-yea, Alderman Whitmore-yea, and Alderman Tim Stoeckl-yea, Alderman Eisenhauer-absent. Mayor Fortune stated that Bill No. 22-16 being duly passed becomes Ordinance No. 22-16.

Bill No. 22-17: An Ordinance Authorizing the Mayor to Execute a Contract for Municipal Court Services with St. Louis County, Missouri. City Clerk/Administrator Johnson read the bill. Mayor Fortune asked for any questions regarding Bill No. 22-17. Alderman Whitmore asked if the contract represented a net financial gain for the City, as the City did not previously receive any revenue from court costs/fines but would receive half under the contract. City Clerk/Administrator Johnson and City Attorney Paul Rost stated that it was a net gain for the court administration, but

the City would now also have to pay for the prosecuting attorney services, which it previously did not. Alderman Whitmore also asked for clarification regarding a provision on how the costs/fees are collected and a provision requiring compliance with federal, state and county law.

Mayor Fortune requested City Clerk/Administrator Johnson read the bill a second time. Alderman Whitmore motioned to approve Bill No. 22-17, seconded by Alderman Milne, and the motion passed on a roll call vote as follows: Alderman Milne-yea, Alderman Whitmore-yea, and Alderman Tim Stoeckl-yea, Alderman Eisenhauer-absent. Mayor Fortune stated that Bill No. 22-17 being duly passed becomes Ordinance No. 22-17.

Bill No. 22-18: An Ordinance Appointing a Prosecuting Attorney and Authorizing the Mayor to Execute a Contract for Prosecuting Attorney Services with Tim Engelmeyer and Engelmeyer & Pezzani, LLC. City Clerk/Administrator Johnson read the bill. Mayor Fortune asked for any questions regarding Bill No. 22-18. Mayor Fortune requested City Clerk/Administrator Johnson read the bill a second time. Alderman Milne motioned to approve Bill No. 22-17, seconded by Alderman Stoeckl, and the motion passed on a roll call vote as follows: Alderman Milne-yea, Alderman Whitmore-yea, and Alderman Tim Stoeckl-yea, Alderman Eisenhauer-absent. Mayor Fortune stated that Bill No. 22-18 being duly passed becomes Ordinance No. 22-18.

DISCUSSION ITEMS

Crescent Ave Sidewalk: City Clerk/Administrator Johnson shared a concept plan prepared by BFA for extended the Crescent Avenue Sidewalk along 140 and 150 Crescent Avenue and connecting it with an existing sidewalk in Valley Park. He stated that the concept plan will also be shared with the property owners to get their feedback on the proposed sidewalk route. He also updated the Board on the ROW negotiation process, stating that the title reports had been acquired for all five properties. The next step will be for BFA to complete some additional surveying fieldwork on July 28th. He requested that BFA have the easement exhibits ready for review by the Board at their August 17th meeting.

Alderman Stoeckl asked for clarification on the purpose of the concept plan and expressed concern about increasing the cost of the overall project. The Board discussed how the sidewalk on 140 and 150 Crescent had originally been considered for a future phase. The goal of expanding the current project scope to include the properties was that it could potentially aid in future grant applications and discussions with Valley Park and create a more cohesive, connected sidewalk. The Board also requested that staff report and track all the expenses associated with the project and all the estimated costs.

Leaf Vacuuming RFP: City Clerk/Administrator Johnson stated that the current term for the City's contract with Hendel Lawncare for leaf vacuuming expires this year. The City has the option to renew in 2022 and 2023 with a 5.5 percent increase in cost, from \$9,850 to \$10,400. Given ongoing issues with inflation and contractor availability, City Clerk/Administrator Johnson recommended the Board renew for 2022. Discussion ensued about the quality of the service that City is receiving and the timing of a potential RFP. The Board directed City Clerk/Administrator

Johnson to exercise the option year for 2022 and explore issuing an RFP in the winter of 2022/2023 when more competitive bids might be received.

Snow/Ice Removal RFP: City Clerk/Administrator Johnson stated that, like the leaf vacuuming contract, the current three-year term for the contract with Crowder Construction for snow/ice removal has expired. The city has the option to renew for an additional three years. The price for any renewal is not set, but would have to be agreed to in writing by both parties. The Board agreed that the current service provided by Crowder is excellent and timely and helps minimize the work that is required by City maintenance staff to keep the streets clear. The Board directed City Clerk/Administrator Johnson to get a bid from Crowder for the three-year renewal.

ATTORNEY'S REPORT

City Attorney Paul Rost: City Attorney Paul Rost reminded the Board that a P&Z meeting will be scheduled for July to update the city's regulations on home-based businesses. This is necessary to bring the City in compliance with new state legislation.

CITY CLERK'S REPORT

City Clerk/Administrator Johnson referred the Board to his written report and provided a summary of its contents. He stated that the City is exploring the use of a service provided by Drexel Technologies for posting RFPs that will provide greater visibility to potential contractors, and he reported that Water Play Day was a great success with attendance in the hundreds.

Alderman Stoeckl asked if there had been a schedule set for the bridge inspection. City Clerk/Administrator Johnson stated that the City is still in the process of getting the contract with TWM signed due to some back-and-forth on the specific contract language. The issues have been resolved and the contract should be fully executed shortly.

MAYOR & ALDERMEN COMMENTS

Mayor Fortune reported that the owner of Big Bend Square is currently in discussions with several potential tenants for the vacant restaurant spaces in the shopping center. He hopes an agreement with one of the tenants may be finalized by the Board's next meeting in August.

Alderman Milne thanked the staff for all their hard work with the Water Play Day event. The event was very well received and appreciated by those who attended.

Alderman Whitmore expressed concern over whether the parking in the Big Bend Square shopping center would be adequate to accommodate on an influx of dinner-focused restaurants. He also asked the Board about setting a date for the appreciation dinner. The Board agreed to hold the dinner on the evening of Wednesday, December 14.


FINAL CITIZEN COMMENTS

There were no final citizen comments.

ADJOURNMENT

There being no further business Mayor Fortune ask for a motion to adjourn the meeting. Alderman Whitmore so motioned, seconded by Aldermen Milne and the regular meeting was adjourned at 8:03 pm.

Drafted By: _____



Frank Johnson
City Clerk/Administrator

Date of Approval: _____


Aug. 1, 2022

ATTEST:


Frank Johnson
City Clerk/Administrator


Russ Fortune,
Mayor, Board of Aldermen