

**CITY OF TWIN OAKS
BOARD OF ALDERMEN MEETING
TWIN OAKS TOWN HALL
1381 BIG BEND ROAD
WEDNESDAY, MAY 1, 2024, 7:00 p.m.**

Tentative Agenda

The tentative agenda of the regular meeting of Twin Oaks Board of Aldermen includes:

- 1) REGULAR MEETING CALLED TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) APPROVAL OF CONSENT AGENDA
 - a) Board of Aldermen Regular Meeting Minutes from April 17, 2024
 - b) Bills List from April 13, 2024 to April 26, 2024
- 6) ELECTION RESULTS

Resolution No. 2024-09: A RESOLUTION OF THE TWIN OAKS BOARD OF ALDERMEN ACCEPTING THE ABSTRACT OF THE CITY ELECTION HELD ON APRIL 2, 2024 AS RETURNED TO THE CITY BY THE BOARD OF ELECTION COMMISSIONERS OF ST. LOUIS COUNTY.
- 7) ADJOURNMENT SINE DIE
- 8) OATHS OF OFFICE
- 9) ROLL CALL
- 10) ELECT BOARD PRESIDENT
- 11) CITIZEN COMMENTS

(Remarks shall be limited to three (3) minutes on any one subject unless time is extended by the Board)
- 12) COMMUNITY INPUT – *Municipal Park Grant Application*
- 13) REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
 - a) Police Report-Officer John Wehner
- 14) OLD BUSINESS
- 15) NEW BUSINESS
 - a) **Bill No. 24-06:** AN ORDINANCE AMENDING REGULATIONS PERTAINING TO FENCES
 - b) **Bill No. 24-07:** AN ORDINANCE AMENDING THE TWIN OAKS PURCHASING POLICY, CHAPTER 145 OF THE TWIN OAKS MUNICIPAL CODE

- c) **Bill No. 24-08:** AN ORDINANCE AMENDING THE 2023 BUDGET AND RATIFYING ALL RELATED PRIOR EXPENDITURES
- d) **Bill No. 24-09:** AN ORDINANCE ADOPTING AND ENACTING A NEW CODE OF ORDINANCES OF THE CITY OF TWIN OAKS; ESTABLISHING THE SAME; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN, EXCEPT AS EXPRESSLY PROVIDED; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE OF ORDINANCES; PROVIDING PENALTY FOR THE VIOLATION THEREOF; AND PROVIDING WHEN ORDINANCE SHALL BECOME EFFECTIVE

16) DISCUSSION ITEMS

- a) Red Cross Blood Drive-August 9, 2024

17) ATTORNEY'S REPORT

18) MAYOR & ASSISTANT CLERK REPORT

19) MAYOR AND ALDERMEN COMMENTS

20) FINAL CITIZEN COMMENTS

(Remarks shall be limited to three (3) minutes on any one subject unless time is extended by the Board)

21) CLOSED SESSION

Upon motion duly made and seconded, the Board of Aldermen will hold a closed session pursuant to Chapter 610 R.S.MO. for the reasons specifically set forth in Section 610.021 including, but not limited to, discussion pertaining to (1) legal actions, causes of action and litigation or confidential communications with the City's Attorney; and (3) hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

22) ADJOURNMENT

Paula Dries
Assistant City Clerk

POSTED: April 26, 2024, 10 a.m.

Please note: Any person requiring physical or verbal accommodations should contact the city office 12 hours prior to meeting at 636-225-7873. Copies of public records for this agenda are available for public inspection before and at the time of the meeting.

collections are lagging behind. He continued to explain that the sales tax collection has been lower due to a lag in reporting but rebound throughout the year. Expenditures are up due to an increase in snow and ice removal for this winter. He commented that even with the minor deficits that we are seeing the City is still in line with its budget.

Park Committee: Mr. Jim Crawford, a member of the Park Committee, presented the Park Committee report. He reviewed the Easter Egg Hunt commenting that there were 38,000 eggs hidden and all were found in four minutes. He mentioned that there was lots of positive feedback regarding this event. He reminded the Board of the upcoming Movie Night on May 10, 2024 and that all concerts for the summer have bands booked.

CITIZEN COMMENTS

Community Input-Twin Oaks Park Grant Application: Mayor Fortune opened the Park Grant Application discussion for Community Input. Mr. Crawford presented a number of proposals that were discussed in the Park Committee Meeting on April 19, 2024. He presented several ideas that included resurfacing the tennis court; adding pickle ball courts; removing the tennis court and creating a reflective nature area; lighting improvements throughout the park and upgrading and resurfacing the existing entrance road to the park. Mayor Fortune commented that he has met with a company regarding the tennis courts. He presented cost estimates for both repair and replacement of the Tennis Court ranging from \$13,000 to \$300,000 respectively. He expressed his concern with the deteriorating condition of the Hartzog Lane and the path leading to the park. He will consult with BFA on offering options for the Board to consider. Discussion ensued regarding the various proposals. Mayor Fortune reminded the Board that no decision needs to be made at this time and asks for continued Board and Community Input as BFA prepares the application for submittal.

OLD BUSINESS

No Old Business

NEW BUSINESS

Resolution No. 2024-08: A Resolution of the Board of Aldermen Approving and Authorizing Mayor to Execute a Second Revision to the Consultant Services contract with O.R. Colan Associates, LLC for Right of Way Acquisition Services. Mayor Fortune read Resolution No. 2024-08. City Attorney, Paul Rost explained that this is a revised contract clarifying the work completed by O.R. Colan and once approved completed agreements will be properly filed and the City will be invoiced for the completed contract. Alderman Eisenhower motioned to approve Resolution No. 2024-08, seconded by Alderman Whitmore. Resolution No. 2024-08 passed on a unanimous voice vote.

DISCUSSION ITEMS

City Welcome Signs: Assistant City Clerk, Paula Dries, presented options to the Board for the Welcome signs that offered various fonts. Discussion ensued and the Board agreed on Option E2.5 and instructed Assistant City Clerk Dries to order six new City Welcome signs.

Sign Regulation Revision: City Attorney, Paul Rost reviewed with the Board the proposed changes to the Twin Oaks Fencing Code. He presented changes for the Board to review that included updating the definitions for various types of fencing, changes to the Code that amend the types of fencing allowed, height variances, and replacement timetables. Discussion ensued and the Board agreed with all the proposed changes and Mr. Rost will have the new Ordinance ready for the Board at the May 1st meeting.

ATTORNEY’S REPORT

No Attorney Report.

MAYOR & ASSISTANT CITY CLERK’S REPORT

Assistant City Clerk, Dries informed the Board that Harvey’s has completed work on Golden Oak, weeding and adding mulch.

She mentioned that Parkway School District was holding its first in-service day for all students and that she was contacted by Parkway South to see if Twin Oaks could host students for this community event. She said that Parkway South is sending ten students to Twin Oaks Park to assist where needed on Thursday, April 18 from 8-12.

She announced that Twin Oaks has received the recognition as Tree City USA just in time for our Arbor Day Celebration on Tuesday, April 23. Mayor Fortune will be out of town and Alderman Milne will be hosting the ceremonies that will begin at 11:00.

She concluded that there was a representative from the Red Cross inquiring if the City would be interested in hosting a Blood Drive this summer in the Community Room. The Board was in favor of hosting an event and instructed Ms. Dries to ask for dates and times.

MAYOR & ALDERMEN COMMENTS

Alderman Stoeckl inquired about work being done at 66 and 76 Crescent Ave. He expressed his concern regarding run off and property boundary’s since the property backs up the Twin Oaks Park. Officer John Wehner stated that surveyors have been out at the properties and Mayor Fortune stated that the owners have applied for a Land Disturbance Permit with St Louis County.

FINAL CITIZEN COMMENTS

No final citizen comments.

ADJOURNMENT

There being no further business Mayor Fortune asked for a motion to adjourn the meeting. Alderman Eisenhower so motioned, seconded by Alderman Stoeckl and the regular meeting was adjourned at 7:52 p.m.

Drafted By: _____
Paula Dries
Assistant City Clerk

Date of Approval: _____

ATTEST:

Paula Dries
Assistant City Clerk

Russ Fortune,
Mayor, Board of Aldermen

City of Twin Oaks							
Bills and Applied Payments							
April 13, 2024 to April 26, 2024							
Check No.	Billing Name	Invoice Date	Memo/Description	Invoice No.	Bill Amt	Check Amt	Payment Date
12916	St Louis Public Works	4/7/2024	occupancy inspections for apt. 121, 111, 312, 119, 416	T0407240005001	\$375.00	\$375.00	5/1/2024
12917	Signarama	4/12/2024	nameplate for Alex Chereji	39947	\$57.50	\$57.50	5/1/2024
12918	Melissa Strawn	4/14/2024	refund of security deposit-CR	CR041424	\$100.00	\$100.00	5/1/2024
12919	ICC Community Development Solutions	4/15/2024	Laserfiche support renewal	CMS0025848	\$540.00	\$540.00	5/1/2024
12920	Assured Partners	4/9/2024	insurance payment-hail/wind	310433	\$1,898.40	\$1,898.40	5/1/2024
12921	Topps Paving	4/16/2024	repair of Crescent Road on 4-15-24	182	\$4,145.00		
12922	Arc Pyro	4/16/2024	restriping of Crescent Road	183	\$600.00	\$4,745.00	5/1/2024
12923	Engelmeyer & Pezzani, LLC	4/16/2024	deposit for 2024 Fireworks display		\$13,000.00	\$13,000.00	5/1/2024
12924	Jessica LaBozzetta	4/16/2024	charges for assistant prosecutor 4-1 to 4-15	4413	\$138.00	\$138.00	5/1/2024
12925	Gateway Metro Credit Union	4/18/2024	refund for security deposit	CR041624	\$100.00	\$100.00	5/1/2024
12926	Lake Management Services	4/17/2024	refund for security deposit	CR041824	\$100.00	\$100.00	5/1/2024
12927	ORC	4/23/2024	treatment for upper and lower pond	19311	\$368.00	\$368.00	5/1/2024
12928	Lawn Groomers Inc.	4/24/2024	final payment for ROW negotiations-Crescent Rd Project	0000003-final	\$7,380.00	\$7,380.00	5/1/2024
			mulch for 141/Big Bend intersection	23062	\$2,280.00		
			mulch for Boly Lane	23063	\$180.00		
			mulch for City Hall	23064	\$720.00	\$3,180.00	5/1/2024
12929	Engelmeyer & Pezzani, LLC	4/23/2024	charges for prosecuting attorney	4419	\$225.00	\$225.00	5/1/2024
12930	TRC Outdoor	4/25/2024	invoice for planter repair(reissue-mailed to old address)	27511	\$4,600.00	\$4,600.00	5/1/2024
12931	DJM	4/25/2024	Stone Bridge pond and pump work	1185532	\$30,045.00	\$30,045.00	5/1/2024
12932	Jennifer Ludwig	4/25/2024	refund for security deposit	CR042524	\$100.00	\$100.00	5/1/2024
Autopay	Brain Mill	4/15/2024	monthly IT charges	221092	\$1,192.00	\$1,192.00	5/3/2024
Autopay	ATT	4/6/2024	monthly charges for City Hall	11803	\$162.97	\$162.97	4/27/2024
Autopay	MO-American Water	4/22/2024	monthly charges for City Hall	7767	\$66.14	\$66.14	4/14/2024
Autopay	MO-American Water	4/22/2024	monthly charges for City Hall Irrg.	8240	\$36.45	\$36.45	4/14/2024
Autopay	MO-American Water	4/22/2024	monthly charges for 1240 Derbyshire	6868	\$559.90	\$559.90	4/14/2024
					68969.36	68969.36	
			Alderman				
			Alderman				

A RESOLUTION OF THE TWIN OAKS BOARD OF ALDERMEN ACCEPTING THE ABSTRACT OF THE CITY ELECTION HELD ON APRIL 2, 2024, AS RETURNED TO THE CITY BY THE BOARD OF ELECTION COMMISSIONERS OF ST. LOUIS COUNTY.

WHEREAS, a true and correct abstract of the Twin Oaks election held April 2, 2024, was certified and returned by the St. Louis County Board of Election Commissioners (“Election Results,” attached as Exhibit 1 and incorporated herein by reference) to the City of Twin Oaks; and

WHEREAS, the Board of Aldermen wishes to accept the Election Results;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, AS FOLLOWS:

Section 1. The Election Results, accepted hereby, demonstrate that that the following candidates were elected at the April 2, 2024 General Election to fulfill two (2) year terms to serve until successors shall have been elected or appointed and qualified for the positions of two Aldermen as follows:

Aldermen: April Milne
 Tim Stoeckl

Section 2. This Resolution is adopted and shall be in full force and effect on and after its passage and approval.

THIS RESOLUTION WAS PASSED AND APPROVED THE 1st DAY OF MAY 2024, BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI.

Russ Fortune, Mayor

Attest:

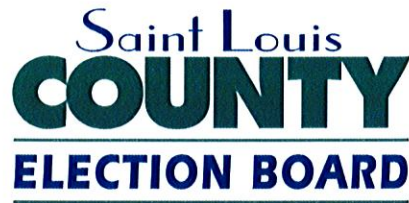
Paula Dries Assistant City Clerk

Exhibit 1

ROBERT L. CHAMBERS
Chair

MARSHA E. HAEFNER
Commissioner

RICK STREAM
Director of Elections



PATRICIA YAEGER
Secretary

FLORENCE HILL
Commissioner

ERIC FEY
Director of Elections

MEMORANDUM

TO: Entities Involved in the April 2, 2024 General Municipal Election

FROM: Rick Stream and Eric Fey
Directors of Elections

DATE: April 12, 2024

RE: Official Certification

Enclosed you will find a copy of the official certification of the election results and affidavits of publication for your election as submitted to the voters of your district on April 2. If you had a tax issue on the ballot, there is also a ballot page for you to submit to the Department of Revenue.

If we can be of further assistance, please feel free to contact us.



BOARD OF ELECTION COMMISSIONERS

725 Northwest Plaza Drive • St. Ann, MO 63074 • PH 314/615-VOTE • FAX 314/615-1999
Relay MO 711 or 800-735-2966 • web www.stlouiscountymovotes.gov

Canvass Results Report

ST. LOUIS COUNTY, MISSOURI

Election Night

GENERAL MUNICIPAL ELECTION

Run Time

10:02 AM

4/2/2024

Run Date

04/11/2024

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Official Results

Registered Voters

103751 of 633978 = 16.37%

Polling Places Reporting

212 of 212 = 100.00%

CITY OF TWIN OAKS - ALDERPERSON - Two Year Term Vote for up to TWO

Precinct	APRIL MILNE	TIM C. STOECKL	IOAN CHEREJI	Cast Votes	Consolidated Results Ballots Cast	Total Ballots Cast	Registered Voters	Turnout Percentage
QUE - 032	48	58	18	124	76	76	392	19.39%
Totals	48	58	18	124	76	76	392	19.39%

The Countian (St Louis)
100 S. Highway Drive
Fenton, MO, 63099
Phone: 3144211880 Fax: 0



Affidavit of Publication

To: William Hartnett -
725 Northwest Plz
St. Ann, MO, 630742205

Re: Legal Notice 2592376, City of Twin Oaks
State of MO }
County of St. Louis }

I, Brandon Crail, being duly sworn, depose and say: that I am the Authorized Designee of The Countian (St Louis), a daily newspaper of general circulation in Fenton, County of St. Louis, State of MO; that a notice, of which the annexed is a printed copy, has been duly and regularly published in the The Countian (St Louis) once each week for 1 consecutive weeks; and that the date of the publication were as follows: 03/20/2024.

Publishers fee: \$33.60

By: 
Brandon Crail

Sworn to me on this 21st day of
March 2024

By: 
Lisa Fowler
Notary Public, State of MO
No. 20129779
Qualified in St. Louis County
My commission expires on
October 12, 2024

NOTICE OF GENERAL MUNICIPAL ELECTION

CITY OF TWIN OAKS, MISSOURI
Notice is hereby given that a General Municipal Election will be held in the City of Twin Oaks, St. Louis County, Missouri, on Tuesday, April 2, 2024 between the hours of 6:00 a.m. and 7:00 p.m., (CDT), for the purpose of presenting the following ballot to the duly qualified electors of said city.

CITY OF TWIN OAKS ALDERPERSON

Two Year Term
Vote for up to TWO

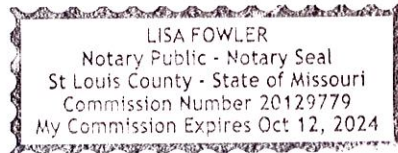
- APRIL MILNE
- TIM C. STOECKL
- IOAN CHEREJI

IN WITNESS WHEREOF, the undersigned composing the Board of Election Commissioners of St. Louis County, Missouri has caused this notice to be signed at the office of said Board in the City of St. Ann, Missouri, on Tuesday, January 23, 2024.

ROBERT L. CHAMBERS, Chair
PATRICIA YAEGER, Secretary
MARSHA E. HAEFNER,
Commissioner

FLORENCE HILL, Commissioner
Attest: PATRICIA YAEGER,
Secretary

BOARD OF ELECTION
COMMISSIONERS
2592376 County Mar. 20, 2024



The Countian (St Louis)
100 S. Highway Drive
Fenton, MO, 63099
Phone: 3144211880 Fax: 0



Affidavit of Publication

To: William Hartnett -
725 Northwest Plz
St. Ann, MO, 630742205

Re: Legal Notice 2593791, City of Twin Oaks
State of MO }
County of St. Louis }

I, Lisa Fowler, being duly sworn, depose and say: that I am the Authorized Designee of The Countian (St Louis), a daily newspaper of general circulation in Fenton, County of St. Louis, State of MO; that a notice, of which the annexed is a printed copy, has been duly and regularly published in the The Countian (St Louis) once each week for 1 consecutive weeks; and that the date of the publication were as follows: 03/27/2024.

Publishers fee: \$35.00

By: *Lisa Fowler*
Lisa Fowler

Sworn to me on this 28th day of
March 2024

By: *Brandon M. Crail*
Brandon M. Crail
Notary Public, State of MO
No. 20297982
Qualified in St. Louis County
My commission expires on
March 5, 2028

NOTICE OF GENERAL MUNICIPAL ELECTION

CITY OF TWIN OAKS, MISSOURI
Notice is hereby given that a General Municipal Election will be held in the City of Twin Oaks, St. Louis County, Missouri, on Tuesday, April 2, 2024 between the hours of 6:00 a.m. and 7:00 p.m., CDT, for the purpose of presenting the following ballot to the duly qualified electors of said city.
CITY OF TWIN OAKS ALDERPERSON

Two Year Term
Vote for up to TWO
[] APRIL MILNE
[] TIM C. STOECKL
[] IOAN CHEREJI
PLEASE REFER TO AREA-WIDE POLLING PLACE LOCATIONS
IN WITNESS WHEREOF, the undersigned composing the Board of Election Commissioners of St. Louis County, Missouri has caused this notice to be signed at the office of said Board in the City of St. Ann, Missouri, on Tuesday, January 23, 2024.
ROBERT L. CHAMBERS, Chair
PATRICIA YAEGER, Secretary
MARSHA E. HAEFNER, Commissioner
FLORENCE HILL, Commissioner
Attest: PATRICIA YAEGER, Secretary
BOARD OF ELECTION COMMISSIONERS
2593791 County Mar. 27, 2024



WE, THE BOARD OF ELECTION COMMISSIONERS OF ST. LOUIS COUNTY, MISSOURI, ACTING AS THE VERIFICATION BOARD PURSUANT TO 115.507, RSMo, HEREBY CERTIFY THE FOREGOING TO BE A TRUE AND CORRECT ABSTRACT OF VOTES CAST AT THE GENERAL MUNICIPAL ELECTION HELD IN ST. LOUIS COUNTY, MISSOURI, ON APRIL 2, 2024. IN TESTIMONY WHEREOF, WE HAVE HEREUNTO SET OUR HAND AT OUR OFFICE IN ST. ANN, ST. LOUIS COUNTY, MISSOURI, ON APRIL 12, 2024.

ROBERT CHAMBERS, CHAIRMAN

PATRICIA YAEGER, SECRETARY

MARSHA HAEFNER, COMMISSIONER

FLORENCE HILL, COMMISSIONER





Oath of Office

I, April Milne, do solemnly swear that I possess all the qualifications prescribed by law for the office of Alderman, that I will support the Constitution of the United States, the Constitution of the State of Missouri, the provisions of all laws of this State affecting cities of the 4th class, and the Ordinances of the City of Twin Oaks, and that I will faithfully demean myself in the office of Alderman for which I was elected on the 2nd day of April 2024.

April Milne



Oath of Office

I, Tim Stoeckl, do solemnly swear that I possess all the qualifications prescribed by law for the office of Alderman, that I will support the Constitution of the United States, the Constitution of the State of Missouri, the provisions of all laws of this State affecting cities of the 4th class, and the Ordinances of the City of Twin Oaks, and that I will faithfully demean myself in the office of Alderman for which I was elected on the 2nd day of April 2024.

Tim Stoeckl



CITY OF TWIN OAKS POLICE ACTIVITY REPORT April 2024

Radio CFS: 32

Self-Initiated Assignments: 120

Police Reports Written: 8

Total Traffic Stops: 12

Arrests:

Felony 0

Misdemeanor 1 (DWI)

Summons (Arrest Notification) 0

Auto Accidents:

Injury 0

Non-Injury 7

Locations:

(3) Big Bend Rd and MO Hwy 141, (3) Big Bend Rd and Meramec Station Rd, 1144 Meramec Station Rd

Crimes Reported: 0

Patrol Bicycle Program: 11.6 hours

AN ORDINANCE AMENDING THE TWIN OAKS CHAPTER 510 OF THE TWIN OAKS
MUNICIPAL CODE PERTAINING TO FENCES

**BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN
OAKS, MISSOURI, AS FOLLOWS:**

Section 1: Section 510.010, entitled “Definitions,” is hereby amended by repealing the definitions of *Brick Fence* and *Chain Link* and replacing them with revised definitions, to read as follows:

BRICK FENCE

A fence constructed of manufactured brick or stone.

CHAIN LINK

Wire of eleven-gauge (or thicker) woven into mesh no less than two (2) inches, attached to metal posts spaced at regular intervals.

Section 2: Section 510.030, entitled “Allowable Fences,” is hereby amended by repealing that subsections A and B in their entirety and replacing them with a new subsection A and B, to read as follows:

- A. District "A" Residential: powder-coated anodized aluminum or powder-coated galvanized-steel in black or earth tones; wood (including composite wood with wood-grain finish in natural wood colors, but not plywood or knotty pine); decorative wrought iron in black or earth tones; decorative stacked fence; stone or brick fence so long as the brick fence has at least thirty percent (30%) of the fence containing open areas consistently throughout the length of the fence. Chain link fences are not permitted in the “A” District (except as set forth in Section 510.070, Nonconforming Fences).
- B. District "B" Residential: wood as listed for District "A"; powder-coated/vinyl-clad chain-link fencing (permitted only for tennis courts or baseball field backstops) in black or green color only. Division fences consisting of chain link are not permitted in the “B” District shall be chain link (except as set forth in Section 510.070, Nonconforming Fences).

Section 3: Section 510.060, entitled “Height Restrictions – Installation Requirements,” is hereby amended by repealing subsection A in its entirety and replacing it with a new subsection. A, to read as follows:

- A. No person shall construct, cause to be constructed, or maintain on a residential lot any division fence or any other fence, wall, or exterior partition, which exceeds six (6) feet in height except where rear yard of a residentially used property abuts a non-residential use and sits at an elevation below the abutting non-residential use in which case the fence shall not exceed eight (8) feet in height.

Section 4: Section 510.070, entitled “Nonconforming Fences,” is hereby amended by numbering the existing paragraph as subsection A and then adding new subsections B and C, to read as follows:

- A. Division fences, walls or exterior partitions which do not conform to the provisions of this Chapter but which are in place prior to its adoption (November 20, 2013) may continue in existence; provided, however, that in the event any such non-conforming fence, wall or partition shall be damaged or destroyed or shall decay to the extent that the cost of restoration shall exceed fifty percent (50%) of the cost of a new fence or wall, including labor and materials, then said fence, wall or partition shall be altered and reconstructed in conformity with the provisions of this Chapter, including those Sections hereof requiring the issuance of a permit.
- B. Notwithstanding anything herein to the contrary, a chain link fence legally erected prior to the date of adoption of this Code and not in compliance with the provisions of this Chapter prohibiting chain link but otherwise compliant, may be replaced with a vinyl, color-coated (black or earth tone) chain link fence in the identical location as the fence to be replaced provided that the replacement fence does not exceed forty-two inches (42”) in height, is not placed in the front yard, is not thinner than 11 gauge, and does not otherwise create or expand any other non-conformities within this Section.
- C. *Abandonment or Discontinuance.* In the event that a non-conforming fence is removed for a period of thirty (30) days or more, such removal shall be deemed an intent to abandon such non-conforming fence and the non-conforming status of the fence shall be deemed abandoned and cannot be replaced as set forth above.

Section 5: This ordinance shall be in full force and effect on and after its passage and approval by the Mayor.

PASSED AFTER HAVING BEEN READ IN FULL OR BY TITLE TWO TIMES PRIOR TO PASSAGE BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, THIS 1ST DAY OF MAY 2024.

Russ Fortune, Mayor

Attest:

Paula Dries, Assistant City Clerk

AN ORDINANCE AMENDING THE TWIN OAKS PURCHASING POLICY, CHAPTER 145
OF THE TWIN OAKS MUNICIPAL CODE**BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN
OAKS, MISSOURI, AS FOLLOWS:**

Section 1: Section 145.020, entitled “Purchasing Agent,” is hereby amended to add the following underlined text, and delete the ~~struck through~~ text, to read as follows:

Section 145.020 Purchasing Agent

- A. The ~~City Clerk~~ **Mayor** shall act as the Purchasing Agent. The Purchasing Agent shall, in accordance with and subject to the rules, regulations and procedures in this Chapter and all applicable laws and ordinances:
1. Direct, supervise and be responsible for the procurement and acquisition of all materials, supplies and equipment, all contractual services and all insurance required by the City;
 2. Verify that all vendors and contractors of the City have the appropriate insurance coverage;
 3. Sell or dispose of all obsolete or unusable personal property of the City under five thousand dollars (\$5,000.00) depreciated value. A list shall be presented to the Board of Aldermen of all obsolete or unusable personal property of the City whose original value was greater than two hundred fifty dollars (\$250.00);
 4. Forward all purchases and contracts over five thousand dollars (\$5,000.00) to the Board of Aldermen for final approval.

Section 2: Section 145.040, entitled “Purchases Less Than \$5,000.00,” is hereby amended to add the following underlined text, and delete the ~~struck through~~ text, to read as follows:

Section 145.040 Purchases Less Than \$5,000.00.

Purchases of less than five thousand dollars (\$5,000.00) may be authorized by the ~~City Clerk~~ **Purchasing Agent**, and the Board of Aldermen shall be notified of each purchase in excess of two hundred fifty dollars (\$250.00). Purchasing should follow best practices in ensuring competitive pricing.

Section 3: Section 145.050, entitled “Purchases From \$5,000.00 To \$10,000.00,” is hereby amended to add the following underlined text to, and delete the ~~struck through~~ text from, Subsection A to read as follows:

Section 145.050 Purchases From \$5,000.00 To \$10,000.00.

- A. For purchases from five thousand dollars (\$5,000.00) to ten thousand dollars (\$10,000.00), the ~~City Clerk~~ **Purchasing Agent**, or his or her designee, shall solicit at least three (3) quotes for the item or items which may be solicited and returned either online and/or by hard copy.

Section 4: Section 145.060, entitled “Purchases Greater Than \$10,000.00,” is hereby amended to add the following underlined text to, and delete the ~~struck-through~~ text from, Subsections A, B, C, and E to read as follows:

Section 145.060 Purchases Greater Than \$10,000.00.

- A. Whenever any contemplated purchase or contract for services is reasonably anticipated to cost more than ten thousand dollars (\$10,000.00), the ~~City Clerk~~ **Purchasing Agent** shall cause to be published on the Twin Oaks website and in an issue of the St. Louis Edition of The Countian, or other newspaper, a notice inviting sealed bids. The notice shall include a general description of the articles to be purchased or the scope of services to be performed and the time and place for opening of sealed bids. At the direction of the ~~City Clerk~~ **Purchasing Agent** a prebid meeting may be held for the purposes of explaining and answering questions with respect to the scope of the project. In addition, when practicable, the notice shall be sent to at least three (3) responsible prospective suppliers of the item to be purchased or services to be performed. Bid packets will be available in hard copy at the City office and/or electronically until the date set for the receipt of the bids. Inadvertent omission by the City of any of the steps set forth herein shall not invalidate the bidding process.
- B. Sealed bids shall be received at the City office and shall be identified as bids on the envelope. The bids shall be opened in public at the time and place stated in the invitation to bid before at least two (2) City witnesses; and after the opening, the ~~City Clerk~~ **Purchasing Agent** shall tabulate all bids received and shall file a written report of the bids with the Board of Aldermen together with his/her written recommendations as to whom the City should award the contract.
- C. When deemed necessary by the ~~City Clerk~~ **Purchasing Agent**, bid deposits shall be prescribed in inviting bids. A successful bidder shall forfeit any surety required by the City upon failure on the bidder's part to enter into a contract within ten (10) days after the award, and the invitation to bid shall so state. An unsuccessful bidder shall be entitled to return of his/her surety.

* * *

- E. Upon Board approval, the ~~City Clerk~~ **Purchasing Agent** shall award the contract to the lowest responsible bidder, but the Board of Aldermen reserves the right to reject any and all bids.

Section 5. Section 145.070, entitled “Exceptions to The Purchase Policy,” is hereby amended to add the following underlined text to, and delete the ~~struck-through~~ text from, Subsection A, B, C, and D to read as follows:

Section 145.070 Exceptions To the Purchase Policy

- A. Single-Source Purchases. In the event there is only one (1) acceptable vendor capable of furnishing a particular service or commodity, the ~~City Clerk~~ **Purchasing Agent** may be authorized to procure such service or commodity without bidding. The ~~City Clerk~~ **Purchasing Agent** shall document the particular facts which make the item a single-

source purchase. Such purchase must have Board of Aldermen approval if greater than five thousand dollars (\$5,000.00).

- B. Emergency Purchases. Where an emergency situation requires immediate purchase of supplies or services and time is of the essence, the ~~City Clerk~~ **Purchasing Agent** is authorized to procure the supplies or services needed without following the bidding procedures. The Board of Aldermen will be notified at its next regular meeting.
- C. Situations Calling For Competitive Negotiations. Where it can be demonstrated that the City receives the best value on a purchase through informal discussion and bargaining rather than through the conventional bidding process, the ~~City Clerk~~ **Purchasing Agent** need not follow the conventional bidding process exclusively. Such purchases shall be documented by the ~~City Clerk~~ **Purchasing Agent** and given prior approval by the Board of Aldermen. Examples would include, but not be limited to, circumstances where time is a crucial factor, when the procurement involves high-technology items or when there is obvious inherent economy in purchasing from a particular vendor.
- D. Cooperative Purchasing. The purchasing procedures established shall not apply to purchases made by, through or with the Division of Procurement of St. Louis County or any other governmental agency or unit with whom the City is permitted to engage in cooperative purchasing. The ~~City Clerk~~ **Purchasing Agent** has the authority to join with any other governmental unit, including U.S. Communities, Government Purchasing Alliance, in cooperative purchasing when the best interests of the City shall be served by such cooperative purchasing.

Section 6: Section 145.100, entitled “Purchase of Goods, Supplies And Services,” is hereby amended to add the following underlined text, and delete the ~~struck through~~ text, to read as follows:

Section 145.100 Purchase of Goods, Supplies And Services.

Whenever possible in the purchasing of goods, supplies and services for use by the City of Twin Oaks, Missouri, the ~~City Clerk~~ **Purchasing Agent** is encouraged and urged, to the greatest extent possible, to purchase such goods, supplies and services from businesses located within the boundaries of the City of Twin Oaks, Missouri, as long as the costs of said items are within ten percent (10%) of the prices for these same items offered elsewhere.

Section 7: Section 145.110, entitled “Credit Card Policy,” is hereby amended to add the following underlined text to, and delete the ~~struck through~~ text from, Subsection E to read as follows:

Section 145.110 Credit Card Policy.

- E. Receipts. Credit card receipts must be submitted to the ~~City Clerk~~ **Purchasing Agent** or his/her designee and must include supporting documentation, which clearly show what goods and services were purchased using the credit card.

Section 8: This ordinance shall be in full force and effect on and after its passage and approval by the Mayor.

PASSED AFTER HAVING BEEN READ IN FULL OR BY TITLE TWO TIMES PRIOR TO PASSAGE BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, THIS 1ST DAY OF MAY 2024.

Russ Fortune, Mayor

Attest:

Paula Dries, Assistant City Clerk

**AN ORDINANCE AMENDING THE 2023 BUDGET AND RATIFYING
ALL RELATED PRIOR EXPENDITURES**

WHEREAS, the Board of Aldermen has appropriated revenues but the budget needs to be amended to reflect the actual cost; and,

WHEREAS, the Board of Aldermen would like to amend the 2023 Budget by increasing the General Fund expenditures by \$31,000 and the Sewer Lateral Fund by \$100.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, AS FOLLOWS:

Section 1. The Board of Aldermen ratifies all appropriations of additional revenue made in FY 2023 related to, and hereby amends, the 2023 General Fund Budget as follows:

Account number 9-614, Sanitation, is hereby increased by \$9,000 to \$61,249

Account number 9-589, Public Safety, is hereby increased by \$2,000, to \$147,610

Account number 9-501, Employee Wages, is hereby increased by \$4,000, to \$104,264

Account number 9-509, Pension benefits, is hereby increased by \$2,400 to \$15,490

Account number 9-580, Legal Services, is hereby increased by \$5,000 to \$37,547

Account number 9-590, Court, is hereby increased by \$4,000 to \$9,084

Account number 9-575, Codification, is hereby increased by \$1,600 to \$5,543

Account number 9-574.1, IT and Web hosting, is hereby increased by \$3,000 to \$19,587

Section 2. The Board of Aldermen ratifies all appropriations of additional revenue in 2023 made in FY 2023 related to, and hereby amends, the 2023 Sewer Lateral Fund Budget by increasing by \$100 expenditures in the fund.

Section 3. The Board of Aldermen hereby adjusts the 2023 Budget to reflect the adjustments in Sections 1 and 2, accordingly.

Section 3. This Ordinance shall be in full force and effect on and after its passage and approval by the Mayor.

PASSED AFTER HAVING BEEN READ IN FULL OR BY TITLE TWO TIMES PRIOR TO PASSAGE BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, THIS 1ST DAY OF MAY 2024.

Russ Fortune, Mayor

Attest:

Paula Dries, Assistant City Clerk

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE OF ORDINANCES OF THE City OF Twin Oaks, COUNTY OF St. Louis, STATE OF MISSOURI; ESTABLISHING THE SAME; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN, EXCEPT AS HEREIN EXPRESSLY PROVIDED; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE OF ORDINANCES; PROVIDING PENALTY FOR THE VIOLATION THEREOF; AND PROVIDING WHEN ORDINANCE SHALL BECOME EFFECTIVE

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, AS FOLLOWS:

Section 1. Approval, Adoption and Enactment of Code.

Pursuant to Section 71.943 of the Revised Statutes of Missouri, the codification of ordinances, as set out in Titles I through VI, each inclusive, of the "Code of Ordinances of the City of Twin Oaks, County of St. Louis, State of Missouri," is hereby adopted and enacted as the "Code of Ordinances of the City of Twin Oaks"; which shall supersede all other general and permanent ordinances of the City passed on or before April 3, 2024, to the extent provided in Section 3 hereof.

Section 2. When Code Provisions Effective.

All provisions of such Code shall be in full force and effect from and after the effective date of this ordinance as set forth herein.

Section 3. Repeal of Legislation Not Contained in Code; Legislation Saved from Repeal; Matters Not Affected by Repeal.

- A. All ordinances of a general and permanent nature of the City adopted on final passage on or before April 3, 2024, and not included in such Code or recognized and continued in force by reference therein, are hereby repealed from and after the effective date of this ordinance, except those which may be specifically excepted by separate ordinance, and except the following which are hereby continued in full force and effect, unless specifically repealed by separate ordinance:
1. Ordinances promising or guaranteeing the payment of money for the City, or authorizing the issuance of any bonds or notes of the City or any other evidence of the City's indebtedness, or authorizing any contract or obligation assumed by the City.
 2. Ordinances levying taxes or making special assessments.
 3. Ordinances appropriating funds or establishing salaries and compensation and providing for expenses.
 4. Ordinances granting franchises or rights to any person, firm or corporation.
 5. Ordinances relating to the dedication, opening, closing, naming, establishment of grades, improvement, altering, paving, widening or vacating of streets, alleys, sidewalks or public places.
 6. Ordinances authorizing or relating to particular public improvements.

2024 ADOPTING ORDINANCE

7. Ordinances respecting the conveyances or acceptance of real property or easements in real property.
 8. Ordinances dedicating, accepting or vacating any plat or subdivision in the City or any part thereof, or providing regulations for the same.
 9. Ordinances annexing property to the City.
 10. All zoning and subdivision ordinances not specifically repealed and not included herein.
 11. Ordinances establishing TIF districts or redevelopment districts.
 12. Ordinances relating to traffic schedules (e.g., stop signs, parking limits, etc.).
 13. All ordinances relating to personnel regulations (e.g., pensions, retirement, job descriptions and insurance, etc.).
 14. Ordinances authorizing the establishment of industrial development corporations.
 15. Ordinances establishing tax rates for the City.
- B. The repeal provided for in this Section shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance which is repealed by this ordinance.
- C. The repeal provided for in this Section shall not affect any offense or act committed or done or any penalty or forfeiture incurred or any contract or right established or accruing before the effective date of this ordinance, nor shall it affect any prosecution, suit or proceeding pending or any judgment rendered prior to such date.

Section 4. Amendments To Code.

Any and all additions and amendments to such Code when passed in such form as to indicate the intention of the Board of Aldermen to make the same a part thereof shall be deemed to be incorporated in such Code so that reference to the "Code of Ordinances of the City of Twin Oaks" shall be understood and intended to include such additions and amendments.

Section 5. Violations and Penalties.

- A. Whenever in this Code or any other ordinance of the City, or in any rule, regulation, notice or order promulgated by any officer or agency of the City under authority duly vested in him/her or it, any act is prohibited or is declared to be unlawful or an offense, misdemeanor or ordinance violation or the doing of any act is required or the failure to do any act is declared to be unlawful or an offense, misdemeanor or ordinance violation, and no specific penalty is provided for the violation thereof, upon conviction of a violation of any such provision of this Code or of any such ordinance, rule, regulation, notice or order, the violator shall be punished by a fine not exceeding one thousand dollars (\$1,000.00) or by imprisonment in the City or County Jail not exceeding three (3) months, or by both such fine and imprisonment; provided, that in any case wherein the penalty for an offense is

2024 ADOPTING ORDINANCE

fixed by a Statute of the State, the statutory penalty, and no other, shall be imposed for such offense, except that imprisonments may be in the City prison or workhouse instead of the County Jail.

- B. Every day any violation of this Code or any other ordinance or any such rule, regulation, notice or order shall continue shall constitute a separate offense.
- C. Whenever any act is prohibited by this Code, by an amendment thereof, or by any rule or regulation adopted thereunder, such prohibition shall extend to and include the causing, securing, aiding or abetting of another person to do said act. Whenever any act is prohibited by this Code, an attempt to do the act is likewise prohibited.
- D. Minor Traffic Violations as set out in City Code Section 100.220.
- E. Municipal Ordinance Violations as set out in City Code Section 100.220.

Section 6. Applicability of General Penalty.

In case of the amendment by the Board of Aldermen of any Section of such Code for which a penalty is not provided, the general penalty as provided in Section 5 of this ordinance shall apply to the Section as amended; or in case such amendment contains provisions for which a penalty other than the aforementioned general penalty is provided in another Section in the same Chapter, the penalty so provided in such other Section shall be held to relate to the Section so amended, unless such penalty is specifically repealed therein.

Section 7. Filing of Copy of Code; Codes to Be Kept Up to Date.

A copy of such Code shall be kept on file in the office of the City Clerk, preserved in loose-leaf form or in such other form as the City Clerk may consider most expedient. It shall be the express duty of the City Clerk, or someone authorized by said officer, to insert in their designated places all amendments and all ordinances or resolutions which indicate the intention of the Board of Aldermen to make the same part of such Code when the same have been printed or reprinted in page form and to extract from such Code all provisions which from time to time may be repealed by the Board of Aldermen. This copy of such Code shall be available for all persons desiring to examine the same.

Section 8. Altering or Tampering with Code; Violations and Penalties.

It shall be unlawful for any person to change or alter by additions or deletions any part or portion of such Code, or to insert or delete pages or portions thereof, or to alter or tamper with such Code in any manner whatsoever which will cause the law of the City of Twin Oaks to be misrepresented thereby. Any person violating this Section shall be punished as provided in Section 5 of this ordinance.

Section 9. Severability.

It is hereby declared to be the intention of the Board of Aldermen that the Sections, paragraphs, sentences, clauses and phrases of this ordinance and the Code hereby adopted are severable, and if any phrase, clause, sentence, paragraph or Section of this ordinance or the Code hereby adopted shall be declared unconstitutional or otherwise invalid by the valid judgment or decree of a court of

2024 ADOPTING ORDINANCE

competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and Sections of this ordinance or the Code hereby adopted.

Section 10. Effective Date. This ordinance shall be in full force and effect on and after its passage and approval by the Mayor.

PASSED AFTER HAVING BEEN READ IN FULL OR BY TITLE TWO TIMES PRIOR TO PASSAGE BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, THIS 1st DAY OF MAY 2024.

Russ Fortune, Mayor

Attest:

Paula Dries, Assistant City Clerk

Journal of "ayes" and "nays"
Final Passage

Board Member

Votes

Aye

Nay

Alderman Eisenhower

Alderman Milne

Alderman Stoeckl

Alderman Whitmore

2024 ADOPTING ORDINANCE

City of Twin Oaks 2023 Statutory Updates Incorporated During Supplement # 15

Section/Subsection of the Code	Description of the Revision	Pursuant to RSMo. Section
120.020	A new Subsection (A)(16) regarding certain law enforcement and/or public safety agency information was added and subsequent Subsections were renumbered. In former Subsection (A)(16) [now (A)(17)], we deleted “which is or appears to be terrorist in nature and.”	610.021
210.840	Additional provisions were added to Subsection (G) of this Section setting out an exception to certain weapons regulations for certain school officers and school protection officers.	571.030
210.1230	Subsection (A) of this Section was revised to read in part, “...or utility regulated under Chapter 386 or 393, RSMo., including <u>twisted pair copper telecommunications wiring of pair or greater existing in 19, 22, 24, or 26 gauge burnt wire, bleachers, guardrails...</u> ”	407.302
210.1880	We added this Section regarding “drug masking products.”	579.041

**Mayor & Assistant Clerk Report
City of Twin Oaks, Board of Alderman
May 1, 2024**

Brain Mill: will be sending a quote for the perminate video set up for the Board Room. They will be including cost to upgrade the WI-FI hot spot in the park-Kevin was out at the park on Arbor Day to open the hot spot and realized the slow connection and will include costs to upgrade the system. (hotspot is now viewable-appears as Park-password is twinoaks123)

In addition to the hardware, Brain Mill will be creating a City Account to be able to run the Zoom, Mailchimp and Facebook accounts for the City of Twin Oaks. Currently the accounts are being run from personal accounts (Mayor Fortune and Paula Dries)

Check for Missouri American Water Company has been received-emails have started to ask BFA to stake the easement, proposed sidewalk, road grading, new hydrant and grade at the back of the sidewalk for the hydrant.

Bartolino's has submitted and paid for the Commercial Building Permit to amend the final building plan

Red Cross Blood Drive: date set aside for approval-Friday, August 9 from 12-4

Grass cutting: received a call from a Manchester resident complaining of the long grass in front of the Twin Oaks Wall (Inland Group) searched Frank's emails and sent an email to his contacts for Inland Group-sent on 4-24-24

Sound Design: Dennis has called and left messages with the company and the Sheriff's department to check on the company and the lack of response. I have called and emailed several times and haven't had a response to either method. Cashed our check on March 14 for \$1780.00.

Welcome Signs have been ordered-will be 5-7weeks before delivery

Beis Plumbing: repair is needed at the park comfort station-the outside faucet needs to be replaced

Arbor Day was a huge success-rain held off and the Valley Park students were great-planted 2 new trees-Thank you letters have been sent out.

BFA Update:

Crescent Road Project

1. BFA has completed the bid notice.
2. Project goes out to bid: **May 8, 2024** (BFA to announce on Drexel web site-Paula to post in paper, website, email and Facebook)
3. Bid Opening four weeks later: **June 6, 2024 at 10am at City Hall**
4. Board to approve winning bid: ?date
5. Ameren will be complete by the end of June; ATT will be removing the copper pedestals along Crescent Ave, fiber optic boxes will be placed in the ground but will be alongside a part of the sidewalk but will be flat
6. **Contract will be awarded in July**-contractor will have 230 days to schedule the start date-after the start date is approved the contractor will have 60 days to complete the project-project to be completed by December 31, 2024
7. **Ordinance will be passed on the July 10 BOA meeting**-(move the July 3rd meeting to July 10)
8. **Notice to proceed on July 11**
9. One lane road for two months-contractor will be responsible for all traffic control including flaggers

Park Grant

Jennifer is out of the office but will return on the 24th. and will begin working on the Grant Application

Boly Lane

St Louis County hasn't been responsive to BFA repeated calls for a permit-BFA has been calling once a week-can't move forward till the permit is issued