

**CITY OF TWIN OAKS
BOARD OF ALDERMEN MEETING
BOARD CHAMBER, TWIN OAKS TOWN HALL
1381 BIG BEND ROAD
WEDNESDAY, FEBRUARY 1, 2023, 7:00 p.m.**

This meeting of the Twin Oaks Board of Aldermen will be livestreamed on Facebook so that the public may watch and listen to the meeting virtually. The livestream of the meeting will be accessible by tablet/laptop/PC or mobile device at www.facebook.com/twinoaksmo.

Tentative Agenda

- 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 January 18, 2023
 - b) Board of Aldermen Work Session Minutes from January 18, 2023
 - c) Bills List from January 14 to January 27, 2023
- 6) REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
 - a) Police Report — Officer John Wehner
- 7) CITIZEN COMMENTS
- 8) NEW BUSINESS
- 9) DISCUSSION ITEMS
- 10) ATTORNEY’S REPORT
- 11) CITY CLERK’S REPORT
- 12) MAYOR AND ALDERMEN COMMENTS
- 13) FINAL CITIZEN COMMENTS

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

Upon a motion duly made and approved, the Board of Aldermen intends go into closed session pursuant to Chapter 610 RSMo for the purpose of dealing with matters relating to the following: legal actions, causes of action or litigation involving a public governmental body, and any confidential or privileged communications between a public governmental body or its representatives and its attorneys (610.021(1) RSMo.).

15) ADJOURNMENT

Frank Johnson
City Clerk/Administrator

POSTED: January 30, 2023, 10:00 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.

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF ALDERMEN OF TWIN OAKS,
TWIN OAKS TOWN HALL
ST. LOUIS COUNTY, MISSOURI
WEDNESDAY, JANUARY 18, 2023**

Mayor 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 – absent Lisa Eisenhauer – yea
Dennis Whitmore – yea Tim Stoeckl – yea

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

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 Russ Fortune asked if there were any additions or changes to the Agenda. With no changes, Mayor Fortune asked for a motion to approve the agenda. Alderman Lisa Eisenhauer motioned to approve the agenda, seconded by Alderman Tim Stoeckl. The motion passed on a voice vote of three yeas and one absent.

APPROVAL OF THE CONSENT AGENDA

Mayor Fortune asked for a motion to approve the Consent Agenda consisting of Regular Meeting Minutes from January 4, 2023; Bills list from December 31, 2022 through January 13, 2023 and Credit Card List from December 1 to December 31, 2022. Alderman Dennis Whitmore motioned to approve the consent agenda, seconded by Alderman Eisenhauer. The motion passed by a voice vote of three yeas on one absent.

REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS

Financial Statements: Financial Consultant, Jeff Blume reviewed the budget for December 2022 and compared the City’s revenues and expenses for the years 2021 and 2022. The largest change has been in the consolidation of accounts and the increase in revenues in 2022. Roads and Parks expenditures were higher than budgeted in 2023 due to necessary road repairs and tree removal.

Overall expenses are tracking in line with the City's forecasted budget and the City's net revenue remains positive.

Biannual Statement: Mr. Blume reported that for the year ended December 31, 2022 the consolidated revenues and expenditures for the City were approximately \$1,367,000 and \$1,246,000, respectively. He explained that this particular summary is in compliance with the City's Code requiring disclosure of revenues and expenditures every six months. Everything that is contained in this summary is also contained in further detail in the monthly Financial Statements.

Park Committee: Mr. Joe Krewson, presented the Park Committee report. Mr. Krewson mentioned that the printed calendars had the incorrect meeting dates for the Park Committee but stated that the Park Committee will continue to meet on the second Thursday of every month. Mr. Krewson asked for the Board's consideration on placing benches and tables at the top of the access road in the North woods of the Park. Public Works Director, Mr. John Williams mentioned that he had been approached by several residents asking if there could be a picnic area created at the top of the hill. In addition to the picnic area the Board would need to approve the purchase of trash cans to be installed by Park Staff.

Mr. Krewson reminded the Board of the upcoming Chili/Bingo event on Friday, January 27. This event is still in need of volunteers. Alderman Eisenhower offered to recruit a few students to call Bingo. Mr. Krewson reviewed upcoming events that will be hosted by the Parks Committee and spoke of the parking challenges for some of these events. The committee will be in touch with the Presbyterian Church to ask permission for use of their back parking lot. The Park Committee is looking for ideas to expand Family Fun Day to include more adult activities.

CITIZEN COMMENTS

Mr. Jeff Graves asked if the Board had any dates regarding the opening of the Twin Oaks newest restaurants, Carreta's and Bartolino's. Mayor Fortune has heard that Carreta's is planning on opening in the spring and Bartolin's in the fall but no opening dates have been announced.

NEW BUSINESS

Resolution No. 2023-02: A Resolution Approving and Authorizing the Mayor to Execute and Agreement for Residential Solid Waste Collection Services in the City of Twin Oaks. City Clerk/Administrator Johnson read the resolution. During the Work Session that preceded the Regular Board of Alderman Meeting (BOA) the Board agreed to extend a five-year contract to Gateway Disposal for Waste Collection in the City of Twin Oaks. There will be no changes in the collection of yard, trash and recycle materials. Gateway will be providing all residents with new bins for waste collection. The Board instructed City Clerk/Administrator Johnson to invite Gateway owner, Chuck Barcom, to the next BOA meeting to discuss logistics of the contract and answer any questions. Mayor Fortune asked if there were any further questions regarding Resolution No. 2023-02. Alderman Eisenhower motioned to approve Resolution No. 2023-02, seconded by Alderman Whitmore, and the motion passed by three yeas and one absent.

DISCUSSION ITEMS

There were no discussion items.

ATTORNEY'S REPORT

City Attorney, Paul Rost informed the Board that there will be changes to the Zoning Code due to the Marijuana Use Tax. There will likely also need to be a meeting of the Planning and Zoning Commission. Mr. Rost will have more information as details become available.

CITY CLERK'S REPORT

City Clerk/Administrator Johnson referred the Board to his written report and provided a summary of its contents. He noted that the sewer lateral program received \$4,019 in fees in 2022 and paid out \$6,470 in reimbursements to residents. The changes made to the program last year were effective in reducing expenditures this year. He also informed the Board that the RFQ for the Twin Oaks Park Bridge replacement was issued on Jan. 16 with a deadline of Feb. 6.

MAYOR & ALDERMEN COMMENTS

Mayor Fortune shared his interest in touring the new Valley Park Fire House. The Mayor proposed that the second Board of Alderman Meeting in February be held in the meeting room at the Valley Park Fire Station. The Board could gather and conduct business at 7:00 p.m. and upon the conclusion of the meeting take a tour of the Fire Station. Mayor Fortune will speak with Fire Chief, Polk to arrange the date and time. City Clerk/Administrator Johnson will post the information on the Twin Oaks website to invite the community to join the meeting and the tour.

Mayor Fortune informed the Board that the City of Twin Oaks will be hosting a luncheon in association with the Lafayette Area Mayors Organization (LAMO) on Friday, February 10, 2023. This luncheon includes Mayors and their Administrators from surrounding municipalities and invitations to area legislators.

Mayor Fortune will not be attending the February 1, 2023

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 Eisenhower so motioned, seconded by Alderman Stoeckl and the regular meeting was adjourned at 7:41 pm.

Drafted By: _____
Paula Dries
Assistant City Clerk

Date of Approval: _____

ATTEST:

Frank Johnson
City Clerk/Administrator

Russ Fortune,
Mayor, Board of Aldermen

**MINUTES OF THE WORK SESSION
TWIN OAKS CITY HALL
CITY OF TWIN OAKS BOARD OF ALDERMEN
WEDNESDAY, JANUARY 18, 2023**

The Work Session was called to order by City Clerk/Administrator Frank Johnson at 6:00 p.m. pursuant to public notice and agenda. Those in attendance were:

Mayor Russ Fortune-yea

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

Also Present: Paul Rost, City Attorney
Joell Aguirre, Republic Municipal Sales Manager

Premier Pyrotechnics Fireworks Proposal

City Clerk/Administrator Frank Johnson, presented the proposal from Premier Pyrotechnics for the Twin Oaks Fireworks Display. ARC Pyro Inc. had presented a proposal at the January 4th Board of Alderman Meeting. The Board discussed a number of items comparing the two bids including the length of show, cost, shell count, ground displays and music choreography. Following the discussion the Board directed City Clerk/Administrator Johnson to proceed with a one year contract with ARC Pyrotechnics Inc. A resolution will be presented at the next Board of Alderman Meeting for the Boards approval.

Residential Waste Collection Contract

City Clerk/Administrator Johnson presented to the Board the bids from the RFP for Residential Waste Collection. Gateway Disposal and Republic Services submitted proposals to the city for consideration. The City's current provider, Waste Management, submitted a letter declining to bid. The Municipal Manager for Republic, Mrs. Joell Aguirre, was in attendance and introduced herself to the Board. Mrs. Aguirre gave a brief presentation to the Board regarding Republics background, size and the services offered, and she answered several questions from the Board. City Clerk/Administrator Johnson presented both companies services and cost breakdowns. For the current level of service, Republic proposed a cost of \$34.74 per month per residence (total \$72,954 annually) and Gateway proposed a cost of \$30 per month per residence (total \$63,000 annually). These

prices are an increase of 48 percent and 28 percent, respectively, compared to the current contract. Both Gateway and Republic are established companies in the region and references for both companies spoke highly of them.

Discussion ensued, and the Board agreed to award Gateway with the contract. The Board cited that the cost was the deciding factor in their decision. City Clerk/Administrator Johnson was instructed to contact Gateway and invite the owner to attend the next Board of Alderman meeting to discuss the details of the contract.

ADJOURNMENT

Alderman Tim Stoeckl motioned to adjourn the Work Session Meeting at 6:33 p.m., seconded by Alderman Dennis Whitmore, and motion passed with the unanimous consent of the Board.

Drafted By: _____
Paula Dries,
Assistant City Clerk

Date of Approval: _____

ATTEST:

Frank Johnson,
City Clerk/Administrator

Russ Fortune,
Mayor, Board of Aldermen

**City of Twin Oaks
Bills and Applied Payments
January 14, 2022 to January 27, 2023**

Check No.	Invoice Date	Memo/Description	Invoice No.	Bill Amt	Check Amt	Payment Date
12472	12/7/2022	Re-issued 4th quarter payment - previous check lost/misplaced by payee		\$1,500.00	\$1,500.00	2/1/2023
12473	1/16/2023	assistan prosecutor duties	3454	\$88.50	\$88.50	2/1/2023
12474	1/17/2023	2023 Annual Tuition for Training Academy Program		\$50.00	\$50.00	2/1/2023
12475	1/11/2023	replaced transmitter, labor service, and fuel surcharge	N000183645	\$1,052.17	\$1,052.17	2/1/2022
12476	1/23/2023	Common Area Maintenance-2023	2349	\$1,648.86	\$1,648.86	2/1/2023
12477	1/25/2023	holiday lighting for the park-2022	17076	\$2,760.00	\$2,760.00	2/1/2023
12478	1/16/2023	maintenance contract	C019014	\$335.00	\$335.00	2/1/2023
12479	1/22/2023	occupancy inspections for 1-19-23-apt 501,316, 219	T012223005 5002	\$225.00	\$225.00	2/1/2023
12480	1/20/2023	report for January 2023		\$150.00	\$150.00	2/1/2023
12481	1/23/2023	contract charge for 1-25-23 to 2-24-23	10803113	\$67.35	\$67.35	2/1/2023
AutoPay	1/15/2023	monthly contract charges for IT services	220263	\$1,192.00	\$1,192.00	2/2/2023
AutoPay	1/5/2023	monthly contract charges for waste pick up and disposal	145559-1840-	\$4,116.45	\$4,116.45	2/2/2023
AutoPay	1/6/2023	monthly contract for City Hall telephones	1803	\$120.14	\$120.14	1/29/2023
AutoPay	1/7/2023	monthly contract for 50 Crescent telephones	9698	\$96.01	\$96.01	1/29/2023
AutoPay	1/10/2023	police contract for January 2023	148073	\$12,229.78	\$12,229.78	2/9/2023
AutoPay	1/5/2023	monthly charges for City Hall	12193999-1	\$44.31	\$44.31	1/25/2023
AutoPay	1/25/2023	50 Crescent monthly charges	2123	\$30.20	\$30.20	2/8/2023
AutoPay	1/25/2023	water pump monthly charges	7008	\$11.51	\$11.51	2/8/2023
AutoPay	1/25/2023	City Hall monthly charges	8004	\$1,264.39	\$1,264.39	2/8/2023
AutoPay	1/25/2023	Street Lighting Big Bend/141 monthly charges	9007	\$85.66	\$85.66	2/8/2023
AutoPay	1/25/2023	1 Twin Oaks Park monthly charges	5112	\$686.61	\$686.61	2/15/2023
AutoPay	1/24/2023	50 Crescent monthly charges	0813150-0	\$33.61	\$33.61	2/13/2023
AutoPay	1/25/2023	50 Crescent monthly charges	361	\$187.37	\$187.37	2/9/2023
AutoPay	1/25/2023	City Hall monthly charges	3056	\$319.94	\$319.94	2/6/2023
		Alderman				
		Alderman				

City Clerk/Administrator's Report

City of Twin Oaks, Board of Alderman

January 27, 2023

General Updates

2022 Audit

- Work has begun on the 2022 financial audit. Following its completion later this summer, the Board will need to either renew the contract with Botz Deal or go out for bid as its initial term has expired.

2023 Insurance Renewal

- Staff has also started working on the 2023 renewal for the City's insurance policy (the current term expires on April 2). Once the paperwork is completed, we will receive the quotes for the renewal.

Crash Data for Big Bend/Meramec Station Road Intersection

- Using traffic volume data from the Missouri Department of Transportation and an intersection crash rate formula from the Federal Highway Administration, I was able to calculate a rough crash rate of 0.99 crashes per 1 million vehicles. However, I have been unable to locate any comparative data. I've reached out to St. Louis County to see if they can provide some assistance or additional data.

Additional Picnic Area for Twin Oaks Park

- Maintenance staff was recently able to acquire two surplus picnic tables for no cost and is planning to install them in the North Woods area of the Park at a location just south of the flagpoles.

Project Updates

Twin Oaks Park Bridge Replacement

- The RFQ for the Twin Oaks Park Bridge Replacement will be published on Monday, Jan. 16, with proposals due to the City by Monday, Feb. 6.

Crescent Ave. Sidewalk

- The grading plans have been completed. BFA will next work on getting the erosion and sediment control plan to St. Louis County for their review and drafting the easement exhibits for Board approval.

Twin Oaks Park Tree Removal

- Maintenance staff have identified four hazardous oak trees above the basketball court that will need to be removed. Staff is in the process of getting additional bids.

Plumbing Fix for Twin Oaks Park Comfort Station

- The parts needed for fixing the toilets in the men's and women's restrooms have finally arrived. The work is scheduled for Tuesday, January 31.