

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

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 May 17, 2023
 - b) Board of Aldermen Work Session Minutes from May 17, 2023
 - c) Bills List from May 13 to June 2, 2023
- 6) REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS
 - a) Police Report — Officer John Wehner
- 7) CITIZEN COMMENTS
- 8) NEW BUSINESS
- 9) ATTORNEY’S REPORT
- 10) CITY CLERK’S REPORT
- 11) MAYOR AND ALDERMEN COMMENTS
- 12) FINAL CITIZEN COMMENTS

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

Frank Johnson
City Clerk/Administrator

POSTED: June 5, 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 MAY 17, 2023**

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 – yea
Dennis Whitmore – yea Tim Stoeckl – yea

Also Present: Frank Johnson, City Clerk/Administrator
Paul Rost, City Attorney
Dave Watson, Financial Consultant

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 motioned to approve the agenda, seconded by Alderman April Milne. The motion passed by a unanimous voice vote.

APPROVAL OF THE CONSENT AGENDA

Mayor Fortune asked for a motion to approve the Consent Agenda consisting of Regular Meeting Minutes from May 4, 2023; Bills list from April 29 to May 12, 2023; and the Credit Card List from April 1 to April 30, 2023. Alderman Whitmore corrected a spelling error in the minutes that included his name. Alderman Milne corrected a spelling error of Cape Girardeau. Alderman Lisa Eisenhauer motioned to approve the consent agenda as amended, seconded by Alderman Tim Stoeckl. The motion passed by a unanimous voice vote.

REPORT OF COMMITTEES/COMMISSION/CONTRACTORS

FY2022 Financial Audit: Mr. Allen Schulte of Botz, Deal & Company presented to the Board the Financial Audit Report for FY2022. Mr. Schulte stated that the City of Twin Oaks received another clean audit report. He also reported that the City has followed all suggested consolidations of accounts and adhered to monthly reviews of all Credit Card statements. The City's long-term focus and short-term goals are all in alignment with what is presented financially. There has been

an increase in revenue with the addition of Aldi and the Use Tax. Mr. Schulte concluded by stating that the pension fund and the City's overall financial position are strong.

Financial Statements: Financial Consultant Dave Watson reported on the City's revenues and expenditures through the month of April. Mr. Watson reported that the Use Tax has increased monthly revenues and is making a difference for the city. The mild winter has also made a difference with the cost of snow removal being significantly under the projected budget.

Park committee: Mr. Joe Krewson presented the Park Committee Report. The Committee welcomed a new member, Ellen Beary to serve a three-year term.

Movie Night has been moved to Friday, October 20. Mr. Krewson has been speaking with Fun Flicks for the rental and set up of equipment that will be needed for the evening. There will be a 25' screen and speakers set up by the company. The City will need to provide the movie and any snacks. The Board noted that the City does own a popcorn machine that could be used for this event.

Mr. Krewson stated that the Park Committee is looking for ways to make Family Fun Day more of a carnival atmosphere. Some of the suggestions have included a dunking booth, river duck game, and cake walk. Volunteers will be needed, and Mr. Krewson asked for the Boards help on finding volunteers. Mr. Krewson also asked if the Committee could engage local business to sponsor various events. The Board mentioned that there are a number of business eager to participate in community events.

CITIZEN COMMENTS

Mr. Krewson remarked on the efficiency of the City's new waste collection contractor, Gateway Disposal, and their polite drivers.

NEW BUSINESS

Bill No. 23-07: An Ordinance Approving Text Amendments to the Zoning Code of the City of Twin Oaks Pertaining to Marijuana Uses as Required by Article XIV of the Missouri Constitution, as Amended. City Clerk/Administrator Frank Johnson read the Bill. Mayor Russ Fortune asked for any question or comments. City Clerk/Administrator Johnson read Bill No. 23-07 a second time. Alderman Milne motioned to approve Bill No. 23-07, seconded by Alderman Whitmore. The motion passed on a roll call vote as follows: Alderman Eisenhauer-yea, Alderman Stoeckl-yea, Alderman Milne-yea, and Alderman Whitmore-yea. Mayor Fortune stated that Bill No. 23-07 being duly passed becomes Ordinance No. 23-07.

DISCUSSION ITEMS

There were no discussion items.

ATTORNEY’S REPORT

No Attorney report at this time.

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 has received its first deposit of fines/fees collected by St. Louis County for the Twin Oaks Municipal Court. He also reported that SCE is preparing the shop drawings for the lake bridge replacement in Twin Oaks Park and expects to have the abutment inspection performed the week of May 22nd. The lead time for the bridge construction is approximately 18 weeks.

MAYOR & ALDERMEN COMMENTS

Alderman Stoeckl mentioned that with the recent heavy rains that there was a lot of debris that had washed onto the Park Tennis Court. City Clerk/Administrator Johnson said that he had been in contact with the home owner regarding the erosion issues.

Alderman Whitmore inquired about the delay in lights being on in the Schnucks parking lot during the recent heavy downpours. Alderman Whitmore asked if the City could require Schnucks to have the lighting connected to a photo cell so that the lights would always be on when it becomes dark. City Clerk/Administrator Johnson stated that such requirements would typically need to be incorporated during the development plan approval process.

FINAL CITIZEN COMMENTS

There were no final citizen comments.

ADJOURNMENT

There being no further business Mayor Fortune asked for a motion to adjourn the meeting. Alderman Stoeckl so motioned, seconded by Alderman Eisenhower and the regular meeting was adjourned at 7:44 p.m.

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, MAY 17, 2023**

The Work Session was called to order by Mayor Russ Fortune at 6:15 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 – yea

Also Present: City Clerk/Administrator, Frank Johnson
Paul Rost, City Attorney

Citywide Parking Restrictions for Trailers and Recreational Vehicles

City Clerk/Administrator Frank Johnson presented to the Board a concern that was raised by Alderman Dennis Whitmore regarding the parking of trailers on streets in Twin Oaks. Alderman Whitmore proposed that the City add further restrictions on how long trailers can be parked on City streets and in what manner. Discussion ensued regarding various issues of safety, length of time a trailer can be left on the street, and vehicle types. The Board agreed that the existing Code didn't need to be modified or changed at this time.

Liquor Store Zoning Regulations

City Clerk/Administrator Johnson stated that he had been approached by persons interested in opening a liquor store and another individual inquiring about opening a vape shop. All were inquiring about the space between Aldi and Ace. At this time the development plan doesn't include liquor or vape stores in the master plan. City Clerk/Administrator Johnson stated that the City code did not appear to allow a liquor store in the City, and he wanted to bring this to the Board's attention. City Attorney Paul Rost clarified that there are, in fact, various avenues to allow such business to operate in Twin Oaks, and the code does not specifically prohibit it. The Board agreed they are open to moving forward with allowing a liquor store or a vape shop to open in Twin Oaks with a Conditional Use Permit.

ADJOURNMENT

Alderman Lisa Eisenhauer motioned to adjourn the Work Session Meeting at 6:48 p.m., seconded by Alderman April Milne, and motion passed with the unanimous consent of the Board. Mayor Fortune stated the Board of Aldermen regular meeting would begin at 7:00 p.m.

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
May 13, 2023 through June 2, 2023**

Check No.	Invoice Date	Memo/Description	Invoice No.	Bill Amt	Check Amt	Payment Date
12573	5/13/2023	Secure Document Destruction Shread Event at City Hall on 5-13-23	46028	\$600.00	\$600.00	6/7/2023
12574	5/15/2023	Radarsign LLC replacement batteries for the existing radar signs	630	\$3,200.00	\$3,200.00	6/7/2023
12575	4/3/2023	Engelmeyer & Pezzani, LLC prosecutors fees	3597	\$120.00	\$120.00	
	5/16/2023	assistant prosecutor fees	3671	\$142.50	\$142.50	6/7/2023
12576	5/13/2023	Jessica Klitz refund for alcohol deposit	PR051323	\$100.00	\$100.00	6/7/2023
12577	5/16/2023	Fahr Greenhouse plants for intersection/park	65379	\$3,694.00	\$3,694.00	6/7/2023
12578	5/22/2023	CheriBomb Band for June Concert in the Park		\$800.00	\$800.00	6/7/2023
12579	5/21/2023	Jennifer Wolf refund for alcohol deposit	PR052123	\$100.00	\$100.00	6/7/2023
12580	5/20/2023	Stephen Kasal refund for alcohol deposit	PR052023	\$100.00	\$100.00	6/7/2023
12581	5/14/2023	St Louis County Public Works occupancy inspections for Apt. 530, 505, 449, 212 and 118 Crescent Rd	051423000550	\$395.50		
	5/21/2023	occupancy inspections for Apt. 106, 253, 222, 118, 305, 538	52123000550	\$450.00	\$845.50	6/7/2023
12582	5/15/2023	Lake Management Services, Inc. treatment for upper and lower ponds at Twin Oaks Park	18926	\$354.00	\$354.00	6/7/2023
12583	5/10/2023	TruGreen lawn services for 5-10-23	175205107	\$88.34	\$88.34	6/7/2023
12584	5/25/2023	DESCO Catchup payment for maintenance fee increase that occurred in 2019. DESCO mistakenly billed the City the old amount from 2019-2023.		\$1,855.50	\$1,855.50	6/7/2023
12585	5/15/2023	Zoll shipping costs for replacement pads-Pediatric-for the AED-pediaric	3729883B	\$8.65		
	5/15/2023	shipping costs for replacement pads-Adult-for the AED	3712291B	\$8.69	\$17.34	6/7/2023
12586	5/26/2023	Sharon Wasileski cancelation of reservation PR062423	PR062423	\$150.00	\$150.00	6/7/2023
12587	5/28/2023	Lynn Vogler refund for reservation fees-resident	PR052823	\$150.00	\$150.00	6/7/2023
12588	5/22/2023	Marco contract base reat charge for May 25 to Jun 24	11239037	\$67.35	\$67.35	6/7/2023
12589	5/31/2023	General Code Supplement No. 13	PG000032570	\$1,336.00	\$1,336.00	6/7/2023
12590	5/31/2023	Vandevanter Annual Maintenance for Waterfall in the Park	5565416	\$2,105.00	\$2,108.00	6/7/2023
12591	6/1/2023	Tasha Kristof refund for canceled reservation-PR071423	PR071423	\$150.00	\$150.00	6/7/2023
12592	6/2/2023	Alternative Rain Reissue of Check #12517. Previous check was accidentally delivered to and cashed by a different business.		\$2,845.00	\$2,845.00	6/7/2023
12593	6/2/2023	MOCCFOA June Installation Luncheon		\$25.00	\$25.00	6/7/2023
AutoPay	5/15/2023	The Brain Mill monthly IT service charge	220437	\$1,192.00	\$1,192.00	6/3/2023
AutoPay	5/6/2023	ATT monthly phone charges for town hall	1803	\$135.43	\$135.43	5/29/2023
AutoPay	5/7/2023	ATT monthly phone charges for 50 Crescent	9698	\$95.25	\$95.25	5/30/2023
AutoPay	5/19/2023	MSD monthly charges for 50 Crescent	0813150-0	\$33.61	\$33.61	6/8/2023
AutoPay	5/23/2023	Ameren monthly charges for 50 Crescent	2123	\$35.30	\$35.30	6/14/2023
AutoPay	5/23/2023	Ameren monthly charges for City Hall	8004	\$1,005.03	\$1,005.03	6/14/2023
AutoPay	5/23/2023	Ameren monthly charges for 141/Big Bend	9007	\$60.75	\$60.75	6/14/2023
AutoPay	5/23/2023	Ameren monthly charges for 50 Crescent-water pump	7008	\$11.51	\$11.51	6/14/2023
AutoPay	5/23/2023	Ameren monthly charges for 1 Twin Oaks Ct	5112	\$420.22	\$420.22	6/14/2023
AutoPay	5/24/2023	Water monthly charges for 50 Crescent Ave	6457	\$46.42	\$46.42	6/15/2023
AutoPay	5/23/2023	Water monthly charges for City Hall Irrigation	8240	\$103.70	\$103.70	6/14/2023
AutoPay	5/23/2023	Water monthly charges for City Hall	7767	\$51.84	\$51.84	6/14/2023
AutoPay	5/23/2023	Water monthly charges for 1240 Drbyshire Dr Irrig	6868	\$236.24	\$236.24	6/14/2023
AutoPay	5/25/2023	Water monthly charges for 1312 Big Bend Irrig	5681	\$55.61	\$55.61	6/16/2023
AutoPay	5/24/2023	Spire monthly charges for 50 Crescent	361	\$43.94	\$43.94	6/8/2023
AutoPay	5/25/2023	Spire monthly charges for City Hall	3056	\$62.60	\$62.60	6/5/2023
		Alderman				
		Alderman				



CITY OF TWIN OAKS POLICE ACTIVITY REPORT May 2023

Radio CFS: 25

Self-Initiated Assignments: 57

Police Reports Written: 12

Total Traffic Stops: 22

Arrests:

Felony 0

Misdemeanor 0

Summons (Arrest Notification) 0

Auto Accidents:

Injury 0

Non-Injury 10

Locations: (6) MO Hwy 141 at Big Bend Rd, (2) Big Bend Rd and Meramec Station Rd,
1393 Big Bend Rd, 1300 Big Bend Rd

Crimes Reported: 0

Patrol Bicycle Program: 17.5 hours

City Clerk/Administrator's Report

City of Twin Oaks, Board of Alderman

June 2, 2023

General Updates

City Truck Sold at Auction

- The old green Ford maintenance truck has sold at auction for \$4,195. The City logo has been removed from the truck.

Movie Night Contract

- The City is contracting with FunFlicks Outdoor Movies to provide the equipment for the movie night in the Park, scheduled for October 20th. The cost is \$742.99.

DESCO Common Grounds Maintenance Fee

- Due to an accounting error by DESCO, the property manager was not charging the City the correct amount for the annual maintenance fee (the fee increased in 2019, but DESCO kept billing the City for the old rate). The bills list includes an additional "catch-up" payment for the years that the City was under-billed.

Project Updates

Crescent Ave. Stormwater and Sidewalk Improvements

- BFA has completed plans for the modified stormwater option. The plans will be presented to the Board for discussion and review at the June 7th work session.

Pedestrian Bridge Replacement

- The City has received the shop drawings from SCE and the abutment inspection has been scheduled for June 8th. The bridge order will be placed after the abutment inspection is complete.

2022 Curb Improvement Project

- At the City's request, Byrne & Jones has added additional backfill to a section of the curb repairs on Golden Oak Court. In the process of doing so, staff realized there was a small section that was included as part of the bid but was not completed by Byrne & Jones.
- Staff have sent documentation of this to the company and will be asking for them to complete the job as agreed or reimburse the City for the unfinished work.