

CITY OF FRONTENAC



MINUTES OF THE CITY OF FRONTENAC BOARD OF ALDERPERSONS JANUARY 30, 2024

The January 30, 2024 regular meeting of the Board of Alderpersons of the City of Frontenac was called to order at 6:00 p.m. with Kate Hatfield, presiding.

The Alderpersons present were Scott Mullis, Meg Mannion, Jamie Griesedieck, and Tom O'Brien. Alderperson Pat Kilker was present via video. Alderperson Dan Millman was absent.

Also, in attendance was City Administrator, Scott Schaefer; City Clerk, Leesa Ross; City Attorney, Kevin O'Keefe; Chief of Police Mark Guttman; Fire Chief, Floyd Blake; Assistant Fire Chief, Kevin Halloran; Public Works Director, Jeff Wappelhorst; Finance Officer, Lea Ann Bennett; and Building Commissioner, David Fairgrieve.

Also in attendance, Edward Sluys, Alternate City Attorney; Len Madalon, EDM, City Storm Water Consultant; and Tim Breihan, H3 Studio.

The Pledge of Allegiance was stated.

A. MOTION TO APPROVE AGENDA

Mayor Hatfield asked for a motion to approve tonight's agenda.

MOTION: Alderperson O'Brien made a motion and Alderperson Griesedieck made a second to amend the agenda to move the new business section before unfinished business. All Alderpersons presented voted "Aye". The vote was unanimous. **MOTION PASSED.**

B. PUBLIC HEARING

1. An ordinance making text amendments to the City of Frontenac Code of Municipal Ordinances, pertaining and incidental to the "R-1" one-acre residence district and "R-2" residence district regulations, as recommended in the "Frontenac 2050 Comprehensive Plan Update", adopted on May 3, 2023.

Mr. Schaefer stated all documents are copied and packaged in the back of the room. The documents are copies of the comp plan, draft ordinances, and resident's feedback. He stated all proposed text amendments are motivated by the comprehensive plan. There are two versions of the same document. The original document which was proposed by H3 Studio and was presented to the Planning & Zoning

commission on January 23, and the proposal with some modifications were made by the Planning & Zoning Commission.

Tim Breihan of H3 Studio gave an overview of the proposed text amendments.

Mr. Tin Breihan of H3 Studio stated there are only changes in the R-1 District. He said they solicited resident feedback and came up with the community priorities. The key issues, were it is better to regulate and enforce codes as they relate to maintaining the community's character. The main concerns were the size and placement of accessory structures, and concerns of new construction on storm water and runoff to neighboring properties.

Changes were to Section 405, of the zoning code regarding text amendments, to increase the amount of green space from 60% to 65%. The city wants to ensure tighter control for maintaining green space in Frontenac subdivisions. Twenty building permits were reviewed and all, but one fell within the revised language.

The other recommendations had to do with the storm water ordinance requirements for storm water plans for development. The proposal is to reduce the numbers from 1000 square feet to 500 square feet. All projects would fall under the storm water plan to mitigate runoff. The second revision was dealing with projects that require water quality mitigation. Current less than 2000 square feet, and the proposal is to change it to less than 1000. The Planning & Zoning Commission recommended to not include these two proposed text amendments in the final ordinance.

Mayor Hatfield made comments regarded the proposed changes. Alderperson O'Brien stated the Planning & Zoning Commission made no recommendation to change the green space percentage in the ordinance.

Resident comments received prior to the meeting were received from the following residents:

Tim & Becky Minogue
Peter Herzog
Brandt Pryor
Matthew Cerretti
Paul and Kelly Harris

Mayor Hatfield asked for resident comments.

Chrissy LaPoint, Frontenac Woods. Does not like the change of 60 to 65% regarding the green space requirements.

David Johnson, Hermitage Hill, endorses the 65% requirement on green space. He asked the board to adopt the greater requirement for permits under the existing code., and said he supports the greater requirement and is in opposition of what the Planning & Zoning Commission requests.

Joe Hoffman, Steeplechase, stated water is an issue. He feels going from 60-65% is not going to solve the problem, and said the matter is to put the water in the right place.

Mike Liesman, Villa Coublay, is in opposition of the proposal and feels it is penalizing them.

Robert Wallach, N. Geyer Road inquired to see if there would be any changes regarding chicken coops. Mayor Hatfield stated no. Mr. O'Keefe stated if a homeowner is in lawful compliance, they can continue to house chickens.

Phani Koneru, 10407 Arthur Place, stated she is interested in seeing the solar panel regulations changed to allow solar panels on the front of the house. Mr. Schaefer stated this issue went to the Board of Adjustment and was denied. He explained that the resident would need to request an amendment to have the code changed. He said he would work with the residents to send the request to the alderpersons in ward 2.

Shari Culleton, N 40 Drive said the city has a tree preservation ordinance, and she does not like the vines on the sound walls which are killing the trees on the outer road.

C. PUBLIC FORUM (PRESENTATION OF REMARKS AND/OR PETITIONS)

No comments were made at this time.

D. MAYOR'S COMMENTS, REPORTS, APPOINTMENTS

Mayor Hatfield made no comments at this time.

E. COMMENTS BY BOARD OF ALDERPERSON MEMBERS

No comments were made by any alderpersons at this time.

F. REPORTS OF OFFICERS AND COMMITTEES AND APPROVED MINUTES

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|----|-------------------------------|-------------------|
| 1. | Planning & Zoning Commission: | January 27, 2024 |
| 2. | Ways & Means Committee: | January 17, 2024 |
| 3. | Public Works Commission: | December 13, 2023 |
| 4. | Building Permit Report: | December 2023 |
| 5. | Garden Club: | November 27, 2023 |

Mayor Hatfield stated the above reports will stand as submitted.

G. CITY STAFF'S REPORT

1. City Clerk

Ms. Ross made no comments.

2. Finance Officer

Ms. Bennett stated in December 2023, revenues were up 7%, and expenses are down 1%, She said year to date sales taxes are 4% over budget.

3. City Administrator Report

- SM Wilson Facility Study

Mr. Schaefer stated the city undertook a long-range facility maintenance study. The cost of repairs are approximately \$835,000 for a long-range plan and a road map. He said no action is needed. There is a guiding document. Mayor Hatfield stated this is approved as a strategic priority, and she would like to see the report. Mr. Schaefer stated it was in the packet, but he will print copies for the board.

- Garden Club Form 990 Update

Mr. Schaefer stated a report on garden club, and their non-profit status lapsed. He said he filed the paperwork, but it may have been the incorrect paperwork. He will check to see if additional paperwork needs to be filed.

H. CONSENT AGENDA:

1. Minutes – December 19, 2023, workshop and regular meeting
2. Warrant lists for December 1 – December 31, 2023
3. **Resolution No. 2024-552**: A resolution authorizing a professional services agreement with Revize for website design, migration and hosting services
4. **Resolution No. 2024-553**: A resolution authorizing purchase of a replacement administrative command vehicle for use by the Frontenac Police Department.
5. **Resolution No. 2024-554**: A resolution authorizing purchase of three (3) laptop computers and related accessories for use by the Frontenac Police Department
6. **Resolution No. 2024-555**: A resolution authorizing a professional services agreement with the Lochmueller Group for easement acquisition relating to Phases II & III of the Geyer Road Project

MOTION: Alderperson Griesedieck made a motion and Alderperson Mannion made a second to approve the consent agenda.

ROLL CALL VOTE: Alderperson Mannion, “Aye”; Alderperson Griesedieck, “Aye”; Alderperson Kilker, “Aye”; Alderperson O’Brien, “Aye”; and Alderperson Mullis, “Aye”. All Alderpersons present voted “Aye.” The vote was unanimous. **MOTION PASSED by a vote of 5-0.**

I. NEW BUSINESS:

1. **Bill No. 2024-2079:** An ordinance making text amendments to the City of Frontenac Code of Municipal Ordinances, pertaining and incidental to the “R-1” One Acre Residence District and “R-2” Residence District regulations, as recommended in the “Frontenac 2050 Comprehensive Plan Update”, adopted on May 3, 2023

Mr. Schaefer stated this topic was the subject of the public hearing and it is up for its first reading and potential adoption.

Alderperson O’Brien does not feel there is a need to go to 65% from 60% in regard to the green space. Alderperson Mullis said he sat through comp planning meetings, and there were concerns of housing getting larger and larger, and run off, and changing the character of the neighborhood. He said houses are getting larger and he feels this is a way to control.

Alderperson Griesedieck stated he read the Planning & Zoning Commission minutes and asked Mr. Kehr, a member of the Planning & Zoning Commission to address the issue. Mr. Kehr spoke and said it was not changed by the Planning & Zoning Commission but addressed the issues in Frontenac. He said he sees no need to change it at this point. Mr. Johnson stated this is an issue of aesthetics and handling storm water runoff, and again stated he is in favor of increasing green space requirements.

Dina Rinder, Frontenac Woods Lane, asked what the ratio on her street, Frontenac Woods Lane, is. Len Madalon, EDM, storm water engineer consultant, discussed the numbers, and said in 2005 an evaluation of impervious lots, was 25%. If a pool is added, that adds 5%. He said for someone tearing down a home and rebuilding it will add 9.5%, and they home may be close to 65%. He said homes developed in the 50’s and 60’s may have 80% green space and newer homes may have 70%. He said one home built in 2019, pushed the limit. He discussed the different types of flooding events and the water runoff. Joe Hoffmann, Steeplechase Lane said he has a 4300 square foot house and wants to add a pool and patio and said the change may impact negatively what he wants to do in his yard, and feels the change will negatively impact him.

Eileen Chastain 2033 N. Geyer, agrees about the creeks, and said water volume has increased, and flooding has increased dramatically, and she is in favor of increasing greenspace. She said this does impact neighbors.

Mr. Madalon addressed questions regarding storm water runoff. Mr. Fairgrieve said new builds don't always present their patios and pools when submitting the original building permits and stated the green space number may decrease.

MOTION: Alderperson O'Brien made a motion to amend the minimum green space requirement to 60%, and Alderperson Kilker, gave a second to the motion.

ROLL CALL: Alderperson Griesedieck, "Aye"; Alderperson O'Brien, "Aye"; Alderperson Kilker, "Aye"; Alderperson Mullis, "Nay", and Alderperson Mannion, "Aye". Motion passed by a vote of 4-1.

Mayor Hatfield asked for a motion for a second reading of amended Bill No. 2024-2079.

MOTION: Alderperson O'Brien made a motion and Alderperson Griesedieck made a second to the motion to approve a second reading of amended Bill No. 2024-2079. All alderpersons presented voted "Aye". The vote was unanimous. **MOTION PASSED.**

Mayor Hatfield asked Ms. Ross for a second reading of Bill No. 2024-2079.

Bill No. 2024-2079: An ordinance making text amendments to the City of Frontenac Code of Municipal Ordinances, pertaining and incidental to the "R-1" One Acre Residence District and "R-2" Residence District regulations, as recommended in the "Frontenac 2050 Comprehensive Plan Update", adopted on May 3, 2023

Mayor Hatfield asked for a motion to approve Bill No. 2024-2079.

MOTION: Alderperson O'Brien made a motion to approve Bill No. 2024-2079 as amended and Alderperson Griesedieck made a second for approval.

Mayor Hatfield asked Ms. Ross for a roll call of the Board of Alderpersons.

ROLL CALL VOTE: Alderperson O'Brien, "Aye"; Alderperson Kilker, "Aye"; Alderperson Mullis, "Aye"; Alderperson Mannion, "Aye"; and Alderperson Griesedieck, "Aye". All Alderpersons present voted "Aye." The vote was unanimous. **MOTION PASSED by a vote of 5-0.**

2. **Bill No. 2024-2078:** An ordinance repealing and replacing Sections 500.010, 500.020, 500.022, 500.023, 500.024, 500.025, 500.026, 500.027, 500.028, and 500.029 of the Code of Ordinances of the City of Frontenac, Missouri relating to the 2021 International Building Codes

Mr. Schaefer stated this bill replaces former building codes, effective Monday February 5, 2024. This proceeds a statutory 90 day waiting period. These are model ordinances and they are ready for adoption.

Mr. O'Keefe presented a substitute bill, amended Bill 2024-2078.1. Mr. O'Keefe stated there are a series of amendments which are minor. A Missouri statute of adopting codes by reference, however

we cannot adopt penalty provisions of formatted technical codes. He said penalty provisions were made. Two of the codes are amending the bill, to amend the model code, and to amend the penalty provisions. There were several areas to change the date from “2015” to “2021”.

Bill No. 2024-2078.1: An ordinance repealing and replacing Sections 500.010, 500.020, 500.022, 500.023, 500.024, 500.025, 500.026, 500.027, 500.028, 500.029 and 500.030 of the Code of Ordinances of the City of Frontenac, Missouri relating to the 2021 International Building Codes

MOTION: Alderperson O’Brien made a motion and Alderperson Griesedieck made a second to the motion to approve a second reading of Bill No. 2024-2078.1. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

There was no further discussion on this topic.

Mayor Hatfield asked for a motion for a second reading of Bill No. 2024-2078.1.

MOTION: Alderperson Mannion made a motion and Alderperson O’Brien made a second to the motion to approve a second reading of Bill No. 2024-2078.1. All alderpersons presented voted “Aye”. The vote was unanimous. **MOTION PASSED.**

Mayor Hatfield asked Ms. Ross for a second reading of Bill No. 2024-2078.1.

Bill No. 2024-2078.1: An ordinance repealing and replacing Sections 500.010, 500.020, 500.022, 500.023, 500.024, 500.025, 500.026, 500.027, 500.028, 500.029 and 500.030 of the Code of Ordinances of the City of Frontenac, Missouri relating to the 2021 International Building Codes

Mayor Hatfield asked for a motion to approve Bill No. 2024-2078.1.

MOTION: Alderperson O’Brien made a motion to approve Bill No. 2024-2078.1 and Alderperson Griesedieck made a second for approval.

Mayor Hatfield asked Ms. Ross for a roll call of the Board of Alderpersons.

ROLL CALL VOTE: Alderperson O’Brien, “Aye”; Alderperson Mullis, “Aye”; Alderperson Mannion, “Aye”; Alderperson Kilker, “Aye”; and Alderperson Griesedieck, “Aye”. All Alderpersons present voted “Aye.” The vote was unanimous. **MOTION PASSED by a vote of 5-0.**

J. UNFINISHED BUSINESS

1. **Resolution No. 2023-550:** A resolution of the City of Frontenac, Missouri authorizing a consulting agreement with Filament to conduct a leadership retreat

Aldersperson O'Brien stated he was against this expenditure after hearing the city needs to budget \$835,000 for building repairs, has IT repairs, after working with World Wide Technology and still has the commercial zoning regulations to pass.

MOTION: Aldersperson O'Brien made a motion to table Resolution 2023-550 indefinitely and Aldersperson Kilker made a second to the motion. All Alderspersons presented voted "Aye". The vote was unanimous. **MOTION PASSED.**

2. Follow-up discussion on employee compensation and policy from December 19th.

Mayor Hatfield brought up the topic of compensation and the CBIZ study. She felt that incorrect data sheets were being looked at and some employees were not compensated fairly. Mayor Hatfield went through a spreadsheet with data that she presented to the board. After a lengthy discussion Alderspersons O'Brien and Griesedieck requested that the compensation issue is sent to the Ways & Means Committee, with a workshop planned with the Board of Alderspersons for March 2024.

Aldersperson O'Brien asked about Susan Ryan attending the executive session. Mr. Griesedieck suggested Ms. Ryan submit a written report for the next meeting, and stated she not attend the executive session. Mayor Hatfield stated Ms. Ryan was Scott's executive coach, hired by Mr. Christensen. Questions arose of a contract with Ms. Ryan and her hourly rate, also to see if a no confidentiality and non-disclosure agreement were signed by her.

K. EXECUTIVE SESSION FOR R.S. MO 610.021 (3) PERSONNEL AND MEETING ADJOURNMENT

Mayor Hatfield asked for a motion to go into executive session for purposes of R.S.MO 610.021 (3) personnel and to adjourn the meeting.

MOTION: Aldersperson Griesedieck made a motion and Aldersperson Mannion made a second to the motion to go into executive session and to adjourn the meeting.

ROLL CALL VOTE: Aldersperson Griesedieck, "Aye"; Aldersperson O'Brien, "Aye"; Aldersperson Kilker, "Aye"; Aldersperson Mullis, "Aye"; and Aldersperson Mannion, "Aye". All Alderspersons present voted "Aye." The vote was unanimous. **MOTION PASSED by a vote of 5-0.**

The meeting was adjourned at 8:12 p.m.