



CITY OF ST. PETERS BOARD OF ALDERMEN
WORK SESSION MINUTES
August 25, 2016

BOARD OF ALDERMEN ITEMS FOR DISCUSSION

The Work Session was called to order at approximately 5:00 p.m. on Thursday, August 25, 2016 at the St. Peters Justice Center located at 1020 Grand Teton Drive. Patty Smith, City Clerk, called the roll. The following were present: Mayor Pagano; Alderman Aytes; Alderman Barclay; Alderman Bateman; Alderman Hollingsworth; Board President Reitmeyer; Alderman Shea; Alderman Thomas; Alderman Violet; Russ Batzel, City Administrator; Jeff Finkelstein, Chief of Police; Special Counsel Randy Weber; Burt Benesek, Transportation and Development Services Manager; Bill Malach, Water Environment Services Manager; Dave Kuppler, Health and Environmental Services Manager; Jeff Hutsler, Parks and Golf Services Manager; Rick Oloteo, Recreation and Cultural Services Manager; Cathy Pratt, Staff Support Services Manager; Patty Smith, City Clerk.

COMMUNICATIONS FROM BOARD MEMBERS/ALDERMANIC REPRESENTATIVES

Committee reports were given during this time.

Alderman Thomas reported that the Health & Wellness Advisory Committee is addressing the epidemic of drug abuse. He stated that substance abuse is the number one St. Charles County Health Assessment concern and Missouri is the only state that has not enacted legislation providing for a prescription drug monitoring program; and Kentucky legislature, who has recently passed legislation, has urged the Missouri Legislature to follow suit. He explained the program, which allows doctors to distinguish through a central prescription drug database, whether or not an individual is going to numerous doctors for the same addictive drugs.

Alderman Thomas moved to bring forth discussion at the next Work Session meeting as an RBA, requesting the Missouri State Legislature to enact legislation for a Prescription Drug Monitoring Program, or unless the Board unanimously agrees to bring forth a Resolution in Support of this legislation. Further discussion was held regarding the involvement of other cities and St. Charles County with this program; and recommending Alderman Thomas contact the County. A bill was being considered by the St. Charles County Council and if the entire County and other municipalities participate, our City may want to support this as well; and previous proposed State legislation to enact this program was unsuccessful. Alderman Hollingsworth seconded Alderman Thomas's motion. Alderman Thomas amended his motion for a draft Resolution to include St. Charles County leadership as well as the State of Missouri to support this program. Further discussion ensued and Alderman Bateman requested more resources related to Heroin addiction from the Health & Wellness Advisory Committee and recommended bringing this item before the St. Charles County Municipal League at their August 30th meeting. Alderman Thomas motioned for staff to draft

a resolution for the City to support State Legislation along with the St. Charles County Council, for a Prescription Drug Monitoring Program, and bring back to the September 8, 2016 Work Session meeting. Alderman Hollingsworth seconded the motion. All in favor, the motion was approved. **This item will be placed on the September 8, 2016 Work Session agenda for review.**

BOARD OF ALDERMEN ITEMS FOR DISCUSSION

UNFINISHED (OLD) BUSINESS ITEMS

None

NEW BUSINESS ITEMS

Alderman Thomas moved and Alderman Hollingsworth seconded the motion to remove Discussion/"No Solicitation Without License" Signs at Subdivision Entrances from the agenda for discussion. The motion was approved.

DISCUSSION/"NO SOLICITATION WITHOUT LICENSE" SIGNS AT SUBDIVISION ENTRANCES – BARCLAY

Alderman Barclay requested discussion about providing and placing "No Solicitation without License" signs in subdivisions that request them, on existing sign posts at subdivision entrances. He provided photos of a sign and sticker on the overhead. He explained that over time, more residents have complained about solicitors coming to their homes without obtaining a "Solicitors Peddlers License" from the City. There is a fee for a City license and background checks are required. During natural disasters, there is an influx of out of town contractors swarming neighborhoods who do not comply with City ordinances. Currently residents can place a "No Solicitors Invited" sticker to their front door or window, which the City provides. Alderman Barclay suggested a sign similar to what the City of St. Charles uses stating "No Solicitation without License" to remind businesses they must be licensed to solicit and do business in the City. Discussion regarding the sign size, verbiage, uniformity, placement, application and enforcement was held. Alderman Thomas moved and Alderman Barclay seconded the motion to move forward with "No Solicitation without License" signs at subdivision entrances which request them. The motion was approved. **No further Board action is required with this item.**

Alderman Bateman moved and Alderman Aytes seconded the motion to remove Discussion/City Licensing Requirements for Contractors from the agenda for discussion. The motion was approved.

DISCUSSION/CITY LICENSING REQUIREMENTS FOR CONTRACTORS – SHEA/REITMEYER/MAYOR

Alderman Shea explained that this is a continuation of the previous discussion regarding Chapter 605 for Business License requirements, which anyone doing business of any nature in the City limits is required to have a business license issued by the City. This discussion is to better inform the public, especially after a storm event which brings in a lot

of outside businesses who go door to door trying to solicit business without a valid City license. Alderman Shea reminded residents to contact the City's Business Licensing office for verification of valid licensed businesses. Mayor Pagano suggested communication in the City's Hometown magazine to educate the residents of this matter.

Alderman Bateman moved and Alderman Aytes seconded the motion to remove Discussion/Water Service Line Repair Program from the agenda for discussion. The motion was approved.

DISCUSSION/WATER SERVICE LINE REPAIR PROGRAM – THOMAS/REITMEYER

Alderman Thomas began discussion to expand the Water Service Line Repair Program explaining that in some cases when there is a leak, the resident is responsible for hiring a company for leak detection, when the exact location of the leak is not apparent. Alderman Thomas would like to include that cost, when needed, in the program. The total cost for leak detection services would be approximately \$3,800 a year. Alderman Hollingsworth advised that the City is not able to amend the program without going to a vote by the residents and Alderman Thomas advised that the out of pocket cost to residents of one dollar will not change. Bill Malach gave a background of the Water Service Line Repair Program which began in 2012. He advised that the ballot language from House Bill 142 and approved by St. Peters voters, which states "for the purpose of repair or replacement of water lines extending from the water main to a residential dwelling due to failure of the line, shall the City of St. Peters be authorized to impose a fee not to exceed one dollar per month or twelve dollars annually on residential property for each water service line providing water service within the City of St. Peters to residential property having four or fewer dwelling units for the purpose of paying for the costs of necessary water service line repairs or replacements". Mr. Malach noted this program only covers repairs and replacement. He stated the history of this program in the City is currently running in a deficit due to increase repair costs. He suggested the City contract with a leak detection contractor and the resident could pay \$300 fee for the service or they can find their own company. This would be similar to the sewer lateral program, where the residents pay \$300 for a sewer lateral inspection. Alderman Thomas suggested two options to either add the additional costs as needed for the approximate 10% of residents who need the leakage detection, which would be approximately \$3800 annually or the other option would be to hold off and revisit this a year from now, but advised that we cannot increase the \$12 annual insurance fee without voter approval. Alderman Barclay mentioned there are two other similar programs that some residents may benefit from Missouri American Water and National League of Cities. Alderman Thomas would like to table this item for future discussion after staff reviews what neighboring cities are doing with the program. Alderman Thomas moved and Alderman Violet seconded the motion to table this item until the September 8, 2016 Work Session meeting. The motion was approved. **This item will be placed on the September 8, 2016 Work Session Agenda for further discussion.**

MAYOR/CITY ADMINISTRATOR ITEMS FOR DISCUSSION

UNFINISHED (OLD) BUSINESS ITEMS

Alderman Hollingsworth moved and Alderman Shea seconded the motion to remove Discussion/Running for Office Filing Location (continued from 8-11-16) from the agenda for discussion. The motion was approved.

DISCUSSION/RUNNING FOR OFFICE FILING LOCATION (CONTINUED FROM 8-11-16)
– MAYOR; (CONTINUED FROM 8-11-16); AND

DISCUSSION/RUNNING FOR OFFICE FILING FEES (CONTINUED FROM 8-11-16)

Mayor Pagano continued the discussion from the August 11, 2016 Work Session meeting on candidacy filing location and questioned if the Board agrees to the west building entrance of city hall as the location for filers to remain inside until filing begins. Discussion was held regarding clarification and use of a sign in sheet; staff support during the evening(s) prior to the official start of filing; date and time west end of city hall should be opened up to filers to stay until the official filing time begins. After various discussions on these items, it was suggested that Board President Reitmeyer poll the Board members and bring feedback to the table for public discussion, the process, filing location, dates and times of opening the west end of city hall, and office filing fees. The Board of Aldermen was in agreement to this suggestion.

NEW BUSINESS ITEMS

Alderman Reitmeyer moved and Alderman Barclay seconded the motion to remove 2016 Concrete Slab Replacement Change Order from the agenda for discussion. The motion was approved.

2016 CONCRETE SLAB REPLACEMENT CHANGE ORDER – BENESEK

Mr. Benesek is requesting approval to execute a contract change order with M & H Concrete for the 2016 Slab Replacement Program in the amount of \$280,000. M & H Concrete was the low bidder on the contract by 33% of the next lowest bidder. Currently M & H has completed all work associated with the contract except for work on Millwood Drive and Driftwood Lane. Those streets have been differed to FY 2017, due to ongoing storm water improvement projects. The proposed change order will add 8,125 square yards of residential pavement replacement to that contract on 25 additional streets. This will allow completion of the slab replacement work planned as part of the 2016 management program as well as address concerns that the City has received over the course of this summer. Alderman Shea moved and Alderman Thomas seconded the motion to place these items on the September 8, 2016 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the September 8, 2016 Board of Aldermen meeting agenda for consideration.**

Alderman Hollingsworth moved and Alderman Shea seconded the motion to remove Storm Water Pump Station No. 3 Replacement Project Bid Recommendation from the agenda for discussion. The motion was approved.

STORM WATER PUMP STATION NO. 3 REPLACEMENT PROJECT BID
RECOMMENDATION – MALACH

Mr. Malach requested approval to place a bid recommendation on the next Board of Aldermen meeting for the proposed Storm Water Pump Station No. 3 Replacement Project which is located in Old Town. The engineer's cost estimate was \$3,180,000 and KCI Construction Company from St. Louis bid \$2,540,000 and Martin General Contractors bid at \$3,812,373. Staff is recommending awarding to the lowest qualified bidder, KCI Construction Company. Mr. Malach advised that KCI has previously and successfully performed several projects for the City. Alderman Shea moved and Alderman Reitmeyer seconded the motion to place these items on the September 8, 2016 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the September 8, 2016 Board of Aldermen meeting agenda for consideration.**

MISCELLANEOUS UPDATES – BATZEL

Cathy Pratt explained that since 2001, the CDBG Home Improvement Loan Program has assisted 549 households. This program offers a \$5,000 zero percent forgivable loan after five years. With an increase in costs in home repairs, staff is recommending increasing the allowable amount from \$5,000 to \$7,500 and mirror the program that St. Charles County provides of a \$5,000 loan and \$2,500 grant. She advised that currently residents are only allowed to take advantage of this program one time and would suggest changing the requirements to allow a second loan once the first loan has concluded. After comments, addressing questions and concerns, and further discussion among the Board of Aldermen, it was agreed to move forward with these suggested changes. Alderman Hollingsworth moved and Alderman Thomas seconded the motion to approve these recommended changes as discussed. The motion was approved. **No further Board action is required with this item.**

BOARD MEETING AGENDA ITEM REVISIONS – BATZEL

None

EXECUTIVE SESSION RE: LITIGATION, REAL ESTATE AND PERSONNEL, PURSUANT TO SECTION 610.021 (1)(2)(3)(9)(12)(13)(14) & 610.022 (1-6)

No Executive Session was called at this time.

ADJOURNMENT OF THE WORK SESSION

Alderman Shea moved and Alderman Hollingsworth seconded the motion to adjourn the Regular Board of Aldermen meeting. The motion was approved and the Regular Board of Aldermen meeting was adjourned at approximately 6:41 p.m.

Submitted by,



Patricia E. Smith
City Clerk