



CITY OF ST. PETERS BOARD OF ALDERMEN  
WORK SESSION MINUTES  
September 22, 2016

BOARD OF ALDERMEN ITEMS FOR DISCUSSION

The Work Session was called to order at approximately 5:00 p.m. on Thursday, September 22, 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; Alderman Shea; Alderman Thomas; Alderman Violet; Russ Batzel, City Administrator; Special Counsel Randy Weber; Jeff Finkelstein, Chief of Police; Cathy Pratt, Staff Support Services Manager; Burt Benesek, Transportation and Development Services Manager; Bill Malach, Water Environment Services Manager; Rick Oloteo, Recreation and Cultural Services Manager; Dave Kuppler, Health and Environmental Services Manager; Lisa Bedian, Director of Communications; Patty Smith, City Clerk. Board President Reitmeyer was absent. Alderman Hollingsworth was presiding Board President during Alderman Reitmeyer's absence.

COMMUNICATIONS FROM BOARD MEMBERS/ALDERMANIC REPRESENTATIVES

Committee reports were given during this time.

BOARD OF ALDERMEN ITEMS FOR DISCUSSION

UNFINISHED BUSINESS ITEMS

DISCUSSION/WATER SERVICE LINE REPAIR PROGRAM (CONTINUED FROM SEPTEMBER 8, 2016) – THOMAS/REITMEYER

Alderman Thomas turned the discussion over to Bill Malach who recounted previous discussion on this Water Service Line Repair Program from the past two Work Session Meetings and the direction given at the last meeting regarding Special Counsel and staff reviewing the policy on what can and should the City do if the program funds run out. Mr. Malach reconfirmed what was discussed and recommended previously; the City will contract with a Leak Locating Service making the service available to residents; and this service will be reimbursable up to \$350 and will be applied towards the maximum coverage amount of \$3000 for the repair. He also advised that he has been receiving more competitive bids recently since discussions have started. He reconfirmed the cost control discussion as follows: on an annual basis during budget preparation, staff will review the annual costs to the program and determine if the maximum coverage amount, currently \$3000, will need to be lowered, or if a deductible will need to be added to the program for the following year to keep the program solvent; and only use seed and straw instead of sod for site restoration. Discussion continued to consider what if the program runs out of funds. Staff cannot allow it to run out of funds. Mr. Malach recommended that staff review the plan

each year for any adjustments to either lower the maximum coverage or add a deductible. After discussion among the Aldermen on the above recommendations made, Alderman Thomas moved and Alderman Bateman seconded the motion to move forward with these changes. All in favor, the motion was approved.

#### NEW BUSINESS ITEMS

#### MULTI-WAY STOP SIGN INSTALL/EHLMANN ROAD AND SHADY SPRINGS INTERSECTION – VIOLET/SHEA

Alderman Violet discussed a governmental concern regarding traffic safety issues at the Ehlmann Road and Shady Springs Lane intersection. Some residents have expressed their desire to have multi-way stop signs placed at this intersection. Mr. Benesek shared staffs findings of the Manual on Uniform Traffic Control Device (MUTCD) compliant multi-way stop sign warrant study at this intersection. He stated that staff has received requests for a multi-way stop sign at Ehlmann and Shady Springs intersection over the last several years and each time staff performed a stop sign warrant study it has not met the warrants; however, in this instance around the first week of August, staff conducted a study which consists of traffic data, a visual inspection, and a review of accident history. He further advised there are three (3) warrants for a multi-way stop sign: the main street warrant, side street traffic volume warrant, and accident history. The study found the intersection meets the side street traffic volume warrant by 2 vehicles and meeting one of the three MUTCD warrants is grounds for converting an intersection to an all way stop condition. That warrant is an average of 200 vehicles over an eight (8) hour period and this intersection met an average of 202 vehicles in that time frame. There was no accident history. Given the recorded side street volume just meets the minimum warrant, and considering the potential impact to adjacent commercial and residential properties, it is recommended to follow the protocol for placement of unwarranted stop signs stated in Section 335.100 of the City Code. Approval will authorize the City Administrator to install temporary, all way stop signs at the intersection with notification signs advising that an ordinance authorizing permanent placement all way stop signs will be considered by the Board of Aldermen at the October 13, 2016 Board of Aldermen meeting. Alderman Violet moved and Alderman Bateman seconded the motion to place this item on the October 13, 2016 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the October 13, 2016 Board of Aldermen meeting agenda for consideration.**

#### DISCUSSION/DRAFT ORDINANCE CHAPTER 505 BUILDING CODE AMENDMENTS – BATEMAN

Alderman Bateman explained that after discussions with Special Counsel Weber on concerns from subdivision trustees who have issues with out of state home owners, she feels that the proposed building code amendments to City Code Chapter 505.040,A.11.,111.6.7, are needed. She stated that the current city ordinances seem very vague and this proposed draft ordinance will cleaned it up which will remove the language regarding a letter of verification for payment of subdivision assessments, and clean up other language regarding the designation of an agent for the receipt of notice and the service of summons for out-of-state property owners. Discussion was held and questions were addressed. Mr. Weber clarified the meaning of "agent" is the person or corporation

who is responsible for receiving legal notice. Mr. Weber emphasized the importance of these changes, which will reduce owners from avoiding property maintenance violations when they are unable to be served with citations. Alderman Bateman moved and Alderman Thomas seconded the motion to place this item on the October 13, 2016 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the October 13, 2016 Board of Aldermen meeting agenda for consideration.**

#### MAYOR/CITY ADMINISTRATOR ITEM

#### UNFINISHED BUSINESS ITEMS

Alderman Bateman moved and Alderman Violet seconded the motion to remove Discussion/Chapter 105 Elections from the agenda for discussion. The motion was approved.

#### DISCUSSION/CHAPTER 105 ELECTIONS (CONTINUED FROM 9-08-16) – MAYOR

Mayor Pagano opened discussion by asking for clarification on whether the Board of Aldermen prefers to table this item indefinitely, table this to a future meeting, or table this to the next Work Session meeting. Alderman Shea recalled this item to be placed on a future Work Session meeting. Alderman Thomas suggested considering a change to the draft ordinance that was in the meeting packet to read as follows: "All candidates for City elective offices in municipal elections are prohibited from entering the St. Peters City Hall for the purpose of filing a declaration of candidacy prior to **8:30 a.m.** on the Monday immediately preceding the opening time for filing such a declaration of candidacy as prescribed by state law." Alderman Thomas stated the current proposed language may restrict a candidate from conducting other business such as paying a utility bill. Mayor requested that the Board of Aldermen submit comments to the City Clerk for consideration. Mayor asked if there was a motion to table this item to the next Work Session meeting for October 13, 2016 and Alderman Hollingsworth replied yes. All in favor, the motion carried. **This item will be placed on the October 13, 2016 Work Session meeting agenda further discussion.**

#### NEW BUSINESS ITEMS

Alderman Barclay moved and Alderman Bateman seconded the motion to remove Contract/P-24 Rachels Trail and Shining Rock Storm Water Improvement from the agenda for discussion. The motion was approved.

#### CONTRACT/P-24 RACHELS TRAIL AND SHINING ROCK STORM WATER IMPROVEMENT – BENESEK

Mr. Benesek recommended awarding the Rachels Trail and Shining Rock Storm Water Improvement Project (P-24) to the low responsive bidder NB West Contracting of Brentwood, Missouri. NB West submitted the lowest bid of \$274,528. On September 14, 2016, the City received four (4) bids for the Rachels Trail and Shining Rock Drive Storm Water Improvement Project. He advised NB West has sufficient resources, staff, and experience to complete the project as specified. Alderman Thomas moved and Alderman

Barclay seconded the motion to place this item on the October 13, 2016 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the October 13, 2016 Board of Aldermen meeting agenda for consideration.**

Alderman Hollingsworth moved and Alderman Bateman seconded the motion to remove Sanitary and Storm Sewer CIPP Lining Bid Recommendation from the agenda for discussion. The motion was approved.

#### SANITARY AND STORM SEWER CIPP LINING BID RECOMMENDATION – MALACH

Mr. Malach advised they received three (3) bids on September 7, 2016, for the Cured-In Place Pipe (CIPP) lining of approximately 2,000 feet of sanitary sewer lines and 81 feet of storm sewers. Staff is recommending the low bidder, Insituform Technologies, in the amount of \$148,709. Insituform Technologies has successfully performed sewer projects for several years in the City of St. Peters. Alderman Thomas moved and Alderman Hollingsworth seconded the motion to place this item on the October 13, 2016 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the October 13, 2016 Board of Aldermen meeting agenda for consideration.**

Alderman Hollingsworth moved and Alderman Violet seconded the motion to remove Storm Sewer Rehabilitation Projects Bid Recommendation from the agenda for discussion. The motion was approved.

#### STORM SEWER REHABILITATION PROJECTS BID RECOMMENDATION – MALACH

Mr. Malach stated they received three (3) bids on September 12, 2016, for rehabilitating two storm sewers; one on Oak Hill Lane and one near Shady Springs. These sewers are larger in diameter at 36-inch and 72-inch. The larger diameter allows for alternative rehab methods of either Cured-In Place Pipe (CIPP) lining or Centrifugally Cast Concrete Pipe (CCCP) lining. The City received two (2) CIPP bids and one (1) CCCP bid. Staff is recommending the low bidder of Insituform Technologies in the amount of \$111,175. Alderman Thomas moved and Alderman Violet seconded the motion to place this item on the October 13, 2016 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the October 13, 2016 Board of Aldermen meeting agenda for consideration.**

Alderman Hollingsworth moved and Alderman Shea seconded the motion to remove Draft Resolution of Intent for Industrial Revenue Bonds from the agenda for discussion. The motion was approved.

#### DRAFT RESOLUTION OF INTENT FOR INDUSTRIAL REVENUE BONDS – PRATT

Ms. Pratt explained that this resolution is in support of the issuance of Industrial Revenue Bonds to finance an industrial project and authorizes certain actions related thereto. She advised there was a minor change to the resolution and copies were distributed to the Board of Aldermen via email and hard copy prior to the meeting. This is for a 252,000 square foot warehouse space in the Premier 370 development area. **This is business item I-15 on this evening's Board of Aldermen meeting agenda for consideration.**

MISCELLANEOUS UPDATES – BATZEL

Ms. Pratt gave an update regarding a concern that was received from a citizen to simplify the City's website in identifying the Aldermen and their respective Wards. Ms. Pratt stated after consulting with the IT Department, an update was made to the websites GIS mapping to provide both ward and Alderman Information. Ms. Pratt gave a demonstration on several ways to access this information on the City's website.

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 Work Session meeting. The motion was approved and the Work Session meeting was adjourned at approximately 5:49 p.m.

Submitted by,



Patricia E. Smith  
City Clerk