



**TENTATIVE AGENDA  
BOARD OF ALDERMEN WORK SESSION MEETING  
City of St. Peters Justice Center  
1020 Grand Teton Drive, St. Peters, MO 63376  
October 12, 2023 at 5:00 p.m.**

A. Communications from Board Members/Aldermanic Representatives

B. Board of Aldermen Items for Discussion

No items scheduled for discussion

C. Mayor/City Administrator Items

Unfinished Business Items: None

New Business Items:

1. [November 2025 Work Session and BOA Regular Meeting Date Change](#) - Mayor
2. [Annual Water Meter Purchase Recommendation](#) - Haddock
3. [Use of Recreational Facilities Cooperative Agreement](#) – Emrick
4. [Automated Side-Loading Refuse Trucks Bid Recommendation](#) - Schneider
5. Miscellaneous Updates – Malach
6. Board Meeting Agenda Item Revisions – Malach

D. Executive Session re: Litigation, Real Estate and Personnel, pursuant to Section 610.021(1)(2)(3)(9)(12)(13)(14) & 610.022 (1-6)

E. Adjournment

Agenda Posted at City Hall: October 9, 2023

By: P. Smith, City Clerk

Next Work Session: October 26, 2023

The meeting is available for viewing at [www.sptvnow.net](http://www.sptvnow.net)

**RBA FORM (OFFICE USE)**

MEETING DATE: October 12, 2023  
Regular ( ) Work Session (X)  
ATTACHMENT: YES (X) NO ( )  
Contract ( ) Ordinance (X) Other (X)

**Request for Board Action  
By Mayor**

Ward 1 ( ) 2 ( ) 3 ( ) 4 ( ) All Wards (X)

**Brief Description:** Discussion/Change Date of November 2025 BOA Regular Meeting

**Staff:** Recommended ( ) Not recommended ( ) No Position (x)

**Summary/Explanation:**

The November 2025 Board of Aldermen meetings have a scheduling conflict that requires a date change. A recommendation to approve of this change is necessary.

**Current November 2025 meeting date:**

**Proposed November 2025 meeting date**

November 20, 2025

November 13, 2025

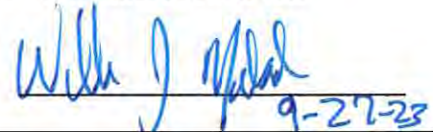
Upon your approval, a draft ordinance will be placed on the October 26, 2023 BOA agenda for consideration.

**Budget Impact:** (revenue generated, estimated cost, CIP item, budgeted, non-budgeted etc.)

N/A

RBA requested by: Mayor Pagano

CA: William J. Malach



BILL NO.

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ORDINANCE NO.

AN ORDINANCE OF THE CITY OF ST. PETERS, MISSOURI,  
ESTABLISHING THE DATE AND TIME OF THE REGULAR MEETING OF  
THE BOARD OF ALDERMEN FOR NOVEMBER 2025

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE  
CITY OF ST. PETERS, MISSOURI AS FOLLOWS:

**SECTION NO. 1.** Notwithstanding any provision of the St. Peters City Code to the contrary, the Board of Aldermen of the City of St. Peters, Missouri, shall hold a regular meeting on November 13, 2025, at 1020 Grand Teton Drive, St. Peters, Missouri 63376 at 6:30 P.M. local time. **Such regular meeting shall be held in lieu of any other regular meeting scheduled for the month of November, 2025 pursuant to Section 110.060 of the St. Peters City Code.**

**SECTION NO. 2.** Except as set forth in Section No. 1 of this Ordinance, from and after the date of this Ordinance, the provisions of Section 110.060 of the St. Peters City Code shall remain in full force and effect.

**SECTION NO. 3.** Savings Clause

Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

**SECTION NO. 4.** Severability Clause

If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision, which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

**SECTION NO. 5.** This Ordinance shall take effect and be in force from and after its passage by the Board of Aldermen and its approval by the Mayor of the City of St. Peters, Missouri.

No.

Read two times, passed, and approved this 26th day of October, 2023.

\_\_\_\_\_  
Len Pagano, As Presiding Officer and as Mayor

Attest: \_\_\_\_\_  
Patricia E. Smith, City Clerk

DRAFT

No.

# November 2025

November 2025							December 2025							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
	2	3	4	5	6	7	1	7	8	9	10	11	12	13
8	9	10	11	12	13	14	15	14	15	16	17	18	19	20
15	16	17	18	19	20	21	22	21	22	23	24	25	26	27
22	23	24	25	26	27	28	29	28	29	30	31			
29	30													

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 26	27	28	29	30	31	Nov 1
2	3	4	5	6	7	8
9	10	11 Veterans Day Holiday	12	13 10:00am (CA CONFERENCE ROOM) - Christine Cattoor 5:00pm BOA MEETINGS <i>Proposed</i>	14	15
16	17	18	19	20-22 NLC CONFERENCE 2025 TAMPA FL		
23	24	25	26	27 10:00am SSS Team Meeting (CH City Admin Conference Room) - Christine	28	29
30	Dec 1	2	3	4	5	6

RBA FORM (OFFICE USE)  
MEETING DATE: October 12, 2023  
Regular ( ) Work Session (X)  
ATTACHMENT: YES (X) NO ( )  
Contract ( ) Ordinance (X) Other (X)

**Request for Board Action  
By Staff**

Ward 1 ( ) 2 ( ) 3 ( ) 4 ( ) All Wards (X)

**Brief Description:** Annual Water Meter Purchase

**Staff:** Recommended (X) Not recommended ( ) No Position ( )

**Summary/Explanation:**

The City's automated reading system has been standardized on Neptune water meters, meter reading software, and hardware, therefore, Neptune meters are required to be purchased in order for the meters and electronic heads to be compatible with the meter reading software.

Schulte Supply of St. Peters is the sole source provider of Neptune meters in the State of Missouri. This year we will be purchasing the following size meters:

- 1660 - 5/8" x 3/4" Neptune R-900-I Meter w/Antenna
- 3 - 1" Neptune R-900-I Meter w/Antenna
- 20 - 1 1/2" Neptune R-900-I Meter w/Antenna
- 20 - 2" Neptune R-900-I Meter w/Antenna

**Budget Impact:** (revenue generated, estimated cost, CIP item, budgeted, non-budgeted etc.)

The Water Meter Replacement Program is an annual CIP item in the Water/Sewer Fund and the City budgeted \$430,000.00 in FY 2024 for residential and commercial meter replacement.


Fiscal Year 2024 bulk order is for \$413,454.85. The remainder will be kept in reserve during the fiscal year to purchase additional meters when the need arises.

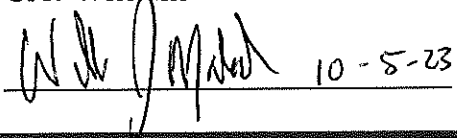
These purchases will be split 50/50 into the following accounts:

Water Operating Fund Capital Purchase:	700-4800-58400
Sewer Operating Fund Capital Purchase:	700-4850-58400

RBA requested by: Amy Haddock

CA: William J. Malach

 10/12/23

 10-5-23



CITY OF ST. PETERS, MO

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**INTEROFFICE MEMORANDUM**

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**TO:** JUSTIN WHITE, DIRECTOR OF FIELD OPERATIONS  
**FROM:** JEFF ADAMS, FIELD OPERATIONS FOREMAN  
**SUBJECT:** PURCHASE 1,703 NEPTUNE WATER METERS, BUDGET  
SPLIT ½ - 700/4800/58400, ½ - 700/4850/58400, FY 2024  
**DATE:** SEPTEMBER 25, 2023  
**CC:** AMY HADDOCK, WES GROUP MANAGER

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I would like to move forward with our purchase of 1,703 Neptune water meters from a 50%/50% split budget between 700/4800/58400 and 700/4850/58400. This is our annual water meter purchase to replace old meters on a rolling schedule. The City installs Neptune meters to ensure system compatibility and Schulte Supply is our local authorized dealer. Therefore, this is a sole source purchase.

OK.  9/25/2023  
Justin White  
6142

 10/2/23

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF ST. PETERS, MISSOURI, TO ENTER INTO AN AGREEMENT WITH SCHULTE SUPPLY FOR THE PURCHASE OF RESIDENTIAL AND COMMERCIAL WATER METERS AND MISCELLANEOUS METER COMPONENTS

WHEREAS, the City of St. Peters owns, as a public utility, a water supply and distribution system operated for the general health, safety and welfare of the community; and

WHEREAS, in City has a standardized automated meter reading system, requiring Neptune meters and electronic heads for compatibility with the system; and

WHEREAS, Schulte Supply of St. Peters is the sole source provider of Neptune meters in the state of Missouri; and

WHEREAS, it is recommended that the City enter into an agreement with Schulte Supply for the purchase of residential and commercial water meters along with miscellaneous meter components.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF ST. PETERS, MISSOURI, AS FOLLOWS:

SECTION 1. That the City Administrator of the City of St. Peters, Missouri, be and he is hereby authorized to execute a contract with Schulte Supply in an initial amount of \$413,454.85 for residential and commercial water meters and miscellaneous meter components.

SECTION 2. The City Administrator be and he is hereby authorized to negotiate, execute and administer said contract on behalf of the City of St. Peters.

SECTION 3. Savings Clause.

Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.



SECTION 4. Severability Clause.

If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision, which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

SECTION 5. This ordinance shall be in full force and take effect from and after the date of its final passage and approval.

Read two times, passed, and approved this \_\_\_ day of October, 2023.

\_\_\_\_\_  
Len Pagano, As Presiding Officer and as Mayor

Attest: \_\_\_\_\_  
Patricia E. Smith, City Clerk

No. XXXX

**RBA FORM (OFFICE USE)**

MEETING DATE: October 12, 2023

Regular ( ) Work Session (X)

ATTACHMENT: YES (X) NO ( )

Agreement (X) Ordinance ( ) Other ( )

**Request for Board Action  
By Staff**

Ward 1 ( ) 2 ( ) 3 ( ) 4 ( ) All Wards (X)

**Brief Description:**

Recommendation to execute a new 2-year cooperative agreement (with a 1 year optional renewal), with the City of St. Charles for reciprocal use of certain recreational facilities at the resident rate of each municipality.

Staff: Recommended (X) Not recommended ( ) No Position ( )

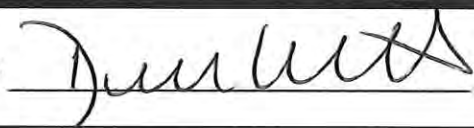
**Summary/Explanation:**

The City of St. Peters will offer the St. Peters Resident Rate to St. Charles Parks Passport Cardholders for access to the Rec-Plex and both outdoors pool (The Cove & Laurel Park). The City of St. Charles will offer the St. Charles Resident Rate to St. Peters Resident Privilege Cardholders for access to both Wapelhorst and Blanchette Aquatics Facilities.

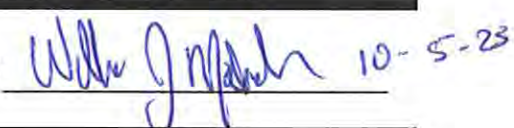
**Budget Impact:** (revenue generated, estimated cost, CIP item, budgeted, non-budgeted etc.)

There are approximately 460 St. Charles Residents with a Rec-Plex Membership and this past summer yielded 345 pool passes and 42 daily admissions from St. Charles Residents at The Cove and Laurel Park.

RBA requested by:



CA:



## AGREEMENT

This Agreement is made and entered into as of the date last signed below, by and between the CITY OF ST. PETERS, MISSOURI, a city of the fourth class (hereinafter "St. Peters") and the CITY OF ST. CHARLES, MISSOURI, a constitutional charter city (hereinafter "St. Charles") by and through its Parks and Recreation Board.

WHEREAS, pursuant to Section 70.220.1, RSMo., "Any municipality ... may contract and cooperate with any other municipality ... for the planning, development, construction, acquisition or operation of any public improvement or facility, or for a common service..."; and

WHEREAS, St. Peters owns and operates the St. Peters Rec-Plex (the "Rec-Plex"), a full service recreational facility and outdoor aquatic facilities, and the City of St. Charles owns and operates the St. Charles Blanchette Aquatics Facility and the Wapelhorst Aquatics Facility (the "St. Charles Facilities"); and

WHEREAS, St. Peters and St. Charles desire to cooperate with reciprocal use of the Rec-Plex and outdoor aquatic facilities and the St. Charles Facilities at respective discounted resident rates;

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties hereto agree as follows:

1. Use of Rec-Plex and outdoor aquatic facilities. St. Peters agrees to permit any St. Charles resident who displays a valid St. Charles Parks Passport Card to use the Rec-Plex and any outdoor aquatic facility and be charged the then-current fees customarily charged by St. Peters to its residents for the use of the Rec-Plex and outdoor aquatic facilities, as such fees may be established by St. Peters from time to time and in its sole discretion.

2. Use of St. Charles Facilities. St. Charles agrees to permit any St. Peters resident who displays a valid St. Peters Resident Privilege Card to use the St. Charles Facilities, and be charged the then-current fees customarily charged by St. Charles to its residents who are Parks Passport Card holders for the use of said St. Charles Facilities, as such fees may be established by St. Charles from time to time and in its sole discretion.

3. Term of Agreement. The term of this Agreement shall be January 1, 2024 to December 31, 2025, and shall automatically renew for one additional renewal term of one year thereafter unless terminated by either party, upon fifteen (15) days written notice to the other.

4. Independent Status. No provision of this Agreement, or any act of the parties pursuant to this Agreement, shall be construed to express, create or imply a joint venture, partnership, principal/agency, or any other type of relationship that might infer that one party has the authority to represent, act on behalf of or bind the other. No employee, agent or other representative of either party shall, at any time, be deemed to be under the control, supervision or authority of the other party, or under the joint control of both parties.

5. Notice. Notices sent to either party may be sent by certified mail, return receipt requested, to the following addresses:

If to St. Peters:           City of St. Peters  
  Attn: City Administrator  
  One St. Peters Centre Blvd.  
  St. Peters, Missouri 63376

If to St. Charles:           City of St. Charles, Parks and Recreation  
  Attn: Director of Parks and Recreation  
  1900 Randolph Street  
  St. Charles, Missouri 63301

6. Severability. If any portion of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, then such invalid or unenforceable portions hereof shall be severed from the remainder and the remaining parts that are not held invalid shall continue in full force and effect.

7. Entire Agreement. This Agreement shall constitute the entire Agreement between the parties with respect to the subject matter hereof and its terms may not be changed, modified or

altered without a written instrument signed by authorized representatives of both parties. This Agreement supersedes, replaces and cancels any and all prior communications, understandings or agreements between the parties (whether oral or written) with respect to the subject matter hereof and both parties acknowledge that no oral representations or statements are binding on either party.

IN WITNESS WHEREOF, this Agreement has been executed by the parties as of the date last signed below.

**CITY OF ST. PETERS, MISSOURI**

**CITY OF ST. CHARLES, MISSOURI  
PARKS AND RECREATION BOARD**

By \_\_\_\_\_  
City Administrator                      Date

By \_\_\_\_\_  
Mike Ryan, President

**CITY OF ST. CHARLES, MISSOURI**

By \_\_\_\_\_  
Daniel J. Borgmeyer, Mayor              Date

ATTEST:

\_\_\_\_\_  
City Clerk

**RBA FORM (OFFICE USE)**

MEETING DATE: October 12, 2023

Regular ( ) Work Session ( X )

ATTACHMENT: YES ( X ) NO ( )

Contract ( ) Ordinance ( ) Other ( X )

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**Request for Board Action  
By Staff**

Ward 1 ( ) 2 ( ) 3 ( ) 4 ( ) All Wards ( X )

**Brief Description:** Bid Recommendation for Automated Side-Loading Refuse Trucks.

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**Staff:** Recommended ( X ) Not recommended ( ) No Position ( )

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**Summary/Explanation:**

Environmental and Fleet Services (EFS) budgeted for the replacement of three (3) automated side-loading refuse trucks in the FY24 Capital Improvement Plan. Competitive bids ranged from \$1,199,274 to \$1,277,010, and lead-times ranged from 6 – 24 months. After evaluating bids, and the performance of the City’s existing Dennis Eagle/New Way fleet, staff recommends the award to the low bidder; Elliott Equipment Company for the purchase of three (3) New Way Sidewinder XTR side-loading refuse bodies, mounted on Dennis Eagle chassis at a cost of \$1,199,274.

Please see attached memorandum for further details on the bid recommendation.


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**Budget Impact:** (revenue generated, estimated cost, CIP item, budgeted, non-budgeted etc.)

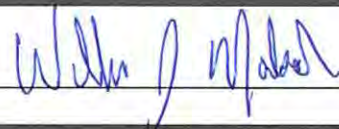
These vehicle replacements were budgeted in the amount of \$1,080,000. The recommended bid is at a cost of \$1,199,274, a difference of \$119,274. Due to the recent sale of eight solid waste trucks, the fund can support this overage.

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RBA requested by:

 10/6/2023

CA:



10-6-23



**INTEROFFICE MEMORANDUM**

**TO:** BILL MALACH  
**FROM:** ELLIOT SCHNEIDER  
**SUBJECT:** BID RECOMMENDATION – 23-171 PURCHASE OF AUTOMATED SIDE-LOADING REFUSE TRUCKS (3)  
**DATE:** 10/6/2023  
**CC:** ERIN GARDNER, GRANT AZAR

*[Handwritten signature]* 10/6/2023

**Recommendation:**

The Environmental and Fleet Services Group budgeted \$1,080,000 in the FY24 Capital Improvement Plan for the replacement of three (3) Automated Side-Loading Refuse Trucks. The City solicited sealed bids for the purchase of these trucks. Staff is recommending award to Elliott Equipment Company in the amount of \$1,199,274.00 for the purchase of three (3) New Way Sidewinder XTR bodies mounted on Dennis Eagle Proview chassis, including all extended powertrain and chassis warranties. The difference in budget versus cost is a sum of \$119,274. The Environmental and Fleet Services Group can support this overage due to recent capital and salary savings, and the sale of eight solid waste trucks.

**Bid Evaluation:**

The following table itemizes the bids that were returned by vendors via 23-171:

Bidder	Unit Cost	Total Cost	Lead Time
Elliott Equipment	\$399,758	\$1,199,274	6 Months (chassis in-stock)
Key Equipment	\$425,670	\$425,670	Inventory (1 available)
Key Equipment	\$417,370	\$1,252,110	12-18 Months
Key Equipment	\$420,968	\$1,262,904	12-18 Months
Key Equipment	\$422,670	\$1,268,010	12-18 Months
Key Equipment	\$437,810	\$1,277,010	12-18 Months
Armor Equipment	-	No Bid	-

\*Unit cost includes the base price plus powertrain warranties.

*OK* *wj Malach*  
10-6-23

Key Equipment submitted five bids. Their first bid was for one (1) inventory unit. Their following bids were for the same body placed on either a Dennis Eagle Chassis or a Battle Motors chassis. Two bids were for 2024 model year chassis, the other two bids were for 2025 model year chassis. Key Equipment has stated that they are not confident on the delivery timeframe and more than likely they will request a change order for body cost increases as they cannot hold pricing until they have a chassis in stock.

Elliott Equipment submitted one bid, for three trucks, which are identical to the four most recent trucks we have purchased with the exception of them being a 2024 model year. Elliott Equipment is confident that they can deliver the chassis within or before 6 months as they have three chassis in stock ready for body install.

**Summary of Costs:**

<b>Bid Item #</b>	<b>Description</b>	<b>Cost</b>
1	Refuse Body and Chassis (New Way Sidewinder XTR)	\$389,610
2	Extended Engine Warranty (Cummins)	\$5,570
3	Extended Transmission Warranty (Allison)	\$900
6	Delivery	\$1,200
7	Extended Chassis Warranty	\$2,478
<b>Total</b>		<b>\$399,758</b>