



CITY OF ST. PETERS BOARD OF ALDERMEN  
WORK SESSION MINUTES  
November 14, 2019

The Work Session was called to order at approximately 5:00 p.m. on Thursday, November 14, 2019 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; Board President Bateman; Alderman Barclay; Alderman Reimer; Alderman Townsend; Alderman Trupiano; Alderman Violet; Burt Benesek, Transportation and Development Services Manager; Rick Oloteo, Recreation and Cultural Services Manager; Bill Malach, Water Environment Services Manager; Cathy Pratt, Staff Support Services Manager; Rick Struttmann, Police Chief; Russ Batzel, City Administrator; Special Counsel Randy Weber. Aldermen Hollingsworth and Reitmeyer and Jeff Hutsler, Parks and Golf Services Manager were absent.

COMMUNICATIONS FROM BOARD MEMBERS/ALDERMANIC REPRESENTATIVES

Committee reports were given during this time.

BOA ITEMS FOR DISCUSSION

No items were discussed.

MAYOR/CITY ADMINISTRATOR ITEM

UNFINISHED BUSINESS ITEMS: NONE

NEW BUSINESS ITEMS:

Alderman Bateman moved and Alderman Reimer seconded the motion to remove Discussion/Random Acts of Kindness Program Eligibility Guidelines from the agenda for discussion. The motion was approved.

DISCUSSION/RANDOM ACTS OF KINDNESS PROGRAM ELIGIBILITY GUIDELINES –  
MAYOR

Mayor stated that there was a submission for the Random Acts of Kindness Program for two students who attend a high school located in the City of St. Peters, but it is unknown if they reside within the City. Mayor started discussion on the program eligibility guidelines and if the City should include students regardless of their place of residency. Ms. Pratt clarified in further detail the purpose of the change to the eligibility guidelines, which is to include students who perform random acts of kindness in St. Peters schools to benefit students of those schools. The Aldermen discussed some concerns of whether to allow only resident students or any students attending schools in St. Peters. Comparisons were made between the procedure we currently have with recognizing Scouts and this RAK program; and

suggestions to possibly present or mail a letter of recognition to the students at school as an alternative to attendance at a Board of Aldermen meeting were considered. After further discussion, Alderman Bateman moved and Alderman Townsend seconded the motion to include students in the Random Acts of Kindness Program that attend grade schools, high schools or private schools located in the City of St. Peters. The motion was approved. **No further Board of Aldermen action is needed with this item.**

Alderman Bateman moved and Alderman Reimer seconded the motion to remove O'Fallon Recycling Services Agreement from the agenda for discussion. The motion was approved.

#### O'FALLON RECYCLING SERVICES AGREEMENT – MALACH

Mr. Malach displayed the outline for the City of O'Fallon Recycling Service Agreement, where the City of O'Fallon will deliver clean recyclable containers to the City of St. Peters Recycle City. The current interim agreement provided \$343,717 in revenue this past year. The intergovernmental cooperation agreement term is for three years with an optional one-year renewal. The City of O'Fallon's minimum payment of \$190,000 will increase 2.5% annually. Questions on the recycling incentive for share revenue over \$700,000 was discussed with Mr. Malach. With Board approval, a draft ordinance will be placed on the December 19, 2019 Board of Aldermen agenda for consideration with the agreement start date of January 1, 2020. No further comments or questions from the Board of Aldermen. Alderman Bateman moved and Alderman Violet seconded the motion to place this item on the December 19, 2019 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the December 19, 2019 Board of Aldermen meeting agenda for consideration.**

Alderman Violet moved and Alderman Reimer seconded the motion to remove Cottleville Solid Waste Agreement from the agenda for discussion. The motion was approved.

#### COTTLEVILLE SOLID WASTE AGREEMENT – MALACH

Mr. Malach stated the City of Cottleville Intergovernmental Cooperation Agreement allows the City of St. Peters to continue providing Solid Waste, Yard Waste and Recycling Collection and Services. This agreement is for a five year term with one optional five-year renewal. The City of Cottleville will pay 12% above St. Peters resident's fee and will mirror the City of St. Peters recycling program without the use of blue carts, only recycling stickers. With Board approval, a draft ordinance will be placed on the December 19, 2019 Board of Aldermen agenda for consideration with the agreement starting on January 1, 2020. No further comments or questions from the Board of Aldermen. Alderman Barclay moved and Alderman Townsend seconded the motion to place this item on the December 19, 2019 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the December 19, 2019 Board of Aldermen meeting agenda for consideration.**

Alderman Bateman moved and Alderman Reimer seconded the motion to remove Annual Hydrated Lime Purchase Recommendation from the agenda for discussion. The motion was approved.

#### ANNUAL HYDRATED LIME PURCHASE RECOMMENDATION – MALACH

Mr. Malach stated that hydrated lime is an annual purchase used for treating the groundwater supply at the City's water treatment plant. Mississippi Lime is the only provider of hydrated lime in eastern Missouri and they quoted a price of \$197 per ton for the lime, with this year's estimated usage at 1,400 tons. The annual cost for lime will be approximately \$275,800; which is below the \$280,000 budgeted for this year. With Board approval, a draft ordinance will be placed on the December 19, 2019 Board of Aldermen agenda for consideration. No further comments or questions from the Board of Aldermen. Alderman Violet moved and Alderman Reimer seconded the motion to place this item on the December 19, 2019 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the December 19, 2019 Board of Aldermen meeting agenda for consideration.**

Alderman Barclay moved and Alderman Reimer seconded the motion to remove Blue Cart Purchase Recommendation from the agenda for discussion. The motion was approved.

#### BLUE CART PURCHASE RECOMMENDATION – MALACH

Mr. Malach stated that Toter, Inc. is the only remaining provider of rotationally molded blue carts, and that Toter, Inc. has increased their prices this year by .50 cents per cart for the FY20 budget. Staff is requesting approval to purchase 5,088 carts at \$49.75 per cart for a total cost of \$253,128; which is below the \$280,000 budget. Mr. Malach stated there are currently 4,171 resident requests for blue carts. There was a brief discussion on possible ways to purge the surplus used green carts. With Board approval, a draft ordinance will be placed on the December 19, 2019 Board of Aldermen agenda for consideration. No further comments or questions from the Board of Aldermen. Alderman Townsend moved and Alderman Trupiano seconded the motion to place this item on the December 19, 2019 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the December 19, 2019 Board of Aldermen meeting agenda for consideration.**

Alderman Reimer moved and Alderman Barclay seconded the motion to remove Industrial Pretreatment Professional Services Contract Recommendation from the agenda for discussion. The motion was approved.

#### INDUSTRIAL PRETREATMENT PROFESSIONAL SERVICES CONTRACT RECOMMENDATION – MALACH

Mr. Malach displayed a slideshow on the State and Federal Industrial Pretreatment requirements. Staff is recommending to enter into a professional services contract with Kim Hoskins Environmental Consulting, LLC (KIMHEC) for Environmental Consulting to assist in managing the Industrial Pretreatment Program. The cost of these services for FY20 is \$33,300. With Board approval, a draft ordinance will be placed on the December 19, 2019 Board of Aldermen agenda for consideration. No comments or questions from the Board of Aldermen. Alderman Violet moved and Alderman Reimer seconded the motion to place this item on the December 19, 2019 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the December 19, 2019 Board of Aldermen meeting agenda for consideration.**

Alderman Barclay moved and Alderman Reimer seconded the motion to remove Sanitary Sewer Evaluation Survey Basin 3 Professional Services Contract Recommendation from the agenda for discussion. The motion was approved.

#### SANITARY SEWER EVALUATION SURVEY BASIN 3 PROFESSIONAL SERVICES CONTRACT RECOMMENDATION – MALACH

Mr. Malach gave a slideshow and recounted that the City previously received professional services for Sanitary Sewer Flow Monitoring Services in Old Town by RJN Group. Staff is recommending RJN Group to complete the Sanitary Sewer Evaluation Study (SSES) to be performed in the Meter Basin 3 (Sunny Hills, Englewood, Deer Creek, Lakes of Devondale, and Four Winds) area. The study is a condition assessment program that includes inspection of public-sector sanitary sewer assets to identify structural deficiencies and sources of inflow and infiltration (I/I). The program will include smoke testing, manhole inspections and mapping, and closed-circuit television inspections. Staff is recommending RJN Group, Inc. for providing engineering services for the Meter Basin 3 Sanitary Sewer Evaluation Study (SSES) at a cost of \$125,000. Funding will be provided by the Water/Sewer Operations Fund. With Board approval, a draft ordinance will be placed on the December 19, 2019 Board of Aldermen agenda for consideration. No comments or questions from the Board of Aldermen. Alderman Townsend moved and Alderman Reimer seconded the motion to place this item on the December 19, 2019 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the December 19, 2019 Board of Aldermen meeting agenda for consideration.**

Alderman Barclay moved and Alderman Reimer seconded the motion to remove Truck 441 Replacement Purchase Recommendation from the agenda for discussion. The motion was approved.

#### TRUCK 441 REPLACEMENT PURCHASE RECOMMENDATION – MALACH

Mr. Malach presented a slideshow and explained that Truck 441 is a 2-ton single axle dump truck with snow plow and salt spreader that is scheduled for replacement in FY20. Staff is recommending awarding the truck bid to International Truck & Engine with the accessories from Viking-Cives Midwest, Inc. in the total amount of \$152,222.00; which is under the \$170,000 Water and Sewer operating budget. With Board approval, a draft ordinance will be placed on the December 19, 2019 Board of Aldermen agenda for consideration. No comments or questions from the Board of Aldermen. Alderman Townsend moved and Alderman Violet seconded the motion to place this item on the December 19, 2019 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the December 19, 2019 Board of Aldermen meeting agenda for consideration.**

Alderman Reimer moved and Alderman Barclay seconded the motion to remove Draft Ordinance Providing for the Offense of Contempt of Court from the agenda for discussion. The motion was approved.

#### DRAFT ORDINANCE PROVIDING FOR THE OFFENSE OF CONTEMPT OF COURT – PRATT

Ms. Pratt advised a draft ordinance on tonight's Board of Aldermen agenda is providing for the offense of contempt of court. Ms. Pratt stated this came to the City of St. Peters at the request of Judge Kohl stemming from an incident that occurred in court. Judge Kohl found that the City lacked a contempt of court law and has requested that the City adopt an ordinance giving the ability to charge for contempt of court. Legal Counsel has drafted the ordinance included in the work session packet. No comments or questions from the Board of Aldermen. **This is business item I-07 on this evening's Board of Aldermen meeting agenda for consideration.**

Alderman Violet moved and Alderman Bateman seconded the motion to remove Recreation Consultant Recommendation for Recreation Master Plan from the agenda for discussion. The motion was approved.

#### RECREATION CONSULTANT RECOMMENDATION FOR RECREATION MASTER PLAN – PRATT

Ms. Pratt reminded the Board that during this year's budget meeting funding was approved for \$40,000 for a Recreation Master Plan to hire a Recreation Consultant to review Rec-Plex, Rec-Plex South and the City's two outdoor pools. On October 2, 2019, the City received and evaluated four (4) proposals from parks and recreation consulting firms for a Recreation Master Plan. Staff interviewed three firms and recommends Pros Consulting for the best combination of skilled staff, project approach, and related project experience. Pros Consulting has demonstrated a data driven approach and comprehensive master plan results that include actionable recommendations along with their operations, maintenance and organizational development components, feasibility studies and business plans. Staff recommends a consultant services agreement in an amount not to exceed \$65,000, plus expenses, to be approved by the City Administrator. No further comments or questions from the Board of Aldermen. **This is business item I-09 on this evening's Board of Aldermen meeting agenda for consideration.**

Alderman Bateman moved and Alderman Reimer seconded the motion to remove Bid Recommendation/ Salt River Road & Arrowhead Ind. Blvd Intersection Improvements from the agenda for discussion. The motion was approved.

#### BID RECOMMENDATION/ SALT RIVER ROAD & ARROWHEAD IND. BLVD INTERSECTION IMPROVEMENTS – BENESEK

Mr. Benesek gave a slideshow presentation on the intersection improvement area which will help improve access into the industrial park, accommodate tractor trailer traffic, and employee shift change traffic that will not disrupt the traffic on Salt River Road. Mr. Benesek stated that on November 8, 2019, the City received seven (7) bids for the Salt River Road and Arrowhead Industrial Boulevard Intersection Improvements. Staff Recommends awarding the bid to Krupp Construction who submitted the lowest responsive bid in the amount of \$1,106,532.18; which is contingent on MoDot's approval. This project has received both Federal and St. Charles County Road Board funding. The funds were originally allocated for FY19 and requesting to adjust to the FY20 budget to fund the project. With Board approval, a draft ordinance will be placed on the December 19, 2019 Board of Aldermen agenda for consideration. No further comments or questions from the Board of

Aldermen. Alderman Townsend moved and Alderman Reimer seconded the motion to place this item on the December 19, 2019 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the December 19, 2019 Board of Aldermen meeting agenda for consideration.**

Alderman Barclay moved and Alderman Reimer seconded the motion to remove City Code Amendment Recommendations of Chapters 205, 600 and 605 from the agenda for discussion. The motion was approved.

#### CITY CODE AMENDMENT RECOMMENDATIONS OF CHAPTERS 205, 600 AND 605 – PRATT/SMITH

Ms. Pratt explained that the City is in the process of implementing an online service for permits and licenses. During this process, it was found that the City code will need updating to accommodate the background check required during the application process. Staff is recommending a review by legal counsel for consistency with State statute and will have a detailed summary of those changes at the next Board of Aldermen meeting, along with a draft ordinance for approval. No further comments or questions from the Board of Aldermen. **This item will be placed on the December 19, 2019 Work Session and Board of Aldermen meeting agenda for further review and consideration.**

Alderman Reimer moved and Alderman Barclay seconded the motion to remove Intergovernmental Cost Share Agreement for Ortho Oblique Imagery from the agenda for discussion. The motion was approved.

#### INTERGOVERNMENTAL COST SHARE AGREEMENT FOR ORTHO OBLIQUE IMAGERY – BATZEL

Mr. Batzel advised the City of St. Peters uses an extensive graphical information system and photography to tie data to imagery. Every few years city and county vicinities are flown to create new imagery for development areas. Recently, St. Charles County has reached out to the municipalities regarding a cost sharing agreement for the purpose of obtaining high resolution geo-referenced aerial imagery services. This high tech ortho and oblique imagery will give the City additional information on properties. An agreement has been drafted by St. Charles where they will pay 65% of the cost, and proportion the remaining of the cost to the cities based on the number of parcels within those cities participating. The City of St. Peters share would be about 7.2% of the total cost for the software and program. Pending a final agreement received from St. Charles County and with Board approval, a draft ordinance will be placed on the December 19, 2019 Board of Aldermen agenda for consideration. No comments or questions from the Board of Aldermen. Alderman Reimer moved and Alderman Bateman seconded the motion to place this item on the December 19, 2019 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the December 19, 2019 Board of Aldermen meeting agenda for consideration.**

Alderman Reimer moved and Alderman Barclay seconded the motion to remove Amendment to Intergovernmental Cooperation Agreement for Dardenne Creek Maintenance from the agenda for discussion. The motion was approved.

## AMENDMENT TO INTERGOVERNMENTAL COOPERATION AGREEMENT FOR DARDENNE CREEK MAINTENANCE – BATZEL

Mr. Batzel stated that in March 2019, the City of St. Peters and St. Charles County and the Dardenne Creek Drainage District No. 3 entered into a cooperation agreement with the City of St. Peters in order to remove a significant logjam that was blocking Dardenne Creek between Lakeside 370 Park and the Mississippi River. During that time, discussions were held in reference to making a “blue way” for a kayak/canoe path between Lakeside 370 Park and down three miles of the Dardenne Creek that will end at a newly proposed County park on the Mississippi River. The agreement is the start of this project but with the significant flooding this year, it has delayed the work on the creek. Mr. Batzel explained the agreement expires at the end of the year and the City of St. Peters needs to enter into an amended intergovernmental cooperation agreement to add an additional year so St. Charles County and the Levee District will have time to remove the logjam. With Board approval, a draft ordinance will be placed on the December 19, 2019 Board of Aldermen agenda for consideration. No further comments or questions from the Board of Aldermen. Alderman Violet moved and Alderman Townsend seconded the motion to place this item on the December 19, 2019 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the December 19, 2019 Board of Aldermen meeting agenda for consideration.**

## MISCELLANEOUS UPDATES – BATZEL

- 1035 St. Peters Howell Road Sale Agreement

Mr. Batzel reminded the Board that City Clerk Smith distributed to the Board of Aldermen the amendment to Business Item I-10; which is a purchase agreement for 1035 St. Peters Howell Road. **This is business item I-10 on this evening’s Board of Aldermen meeting agenda for consideration.**

## BOARD MEETING AGENDA ITEM REVISIONS – BATZEL

None

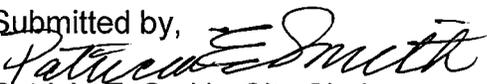
EXECUTIVE SESSION RE: LITIGATION, REAL ESTATE AND PERSONNEL, PURSUANT TO SECTION 610.021 (1)(2)(3)(9)(12)(13)(14) & 610.022 (1-6)

No Executive Session was called at this time.

## ADJOURNMENT OF THE WORK SESSION

Alderman Townsend moved and Alderman Reimer seconded the motion to adjourn the Work Session meeting. The motion was approved and the Work Session meeting was adjourned at approximately 6:18 p.m.

Submitted by,

  
Patricia E. Smith, City Clerk