CITY OF ST. PETERS BOARD OF ALDERMEN
WORK SESSION MINUTES
December 19, 2019

The Work Session was called to order at approximately 5:00 p.m. on Thursday, December 19, 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; Aldermen Hollingsworth; Alderman Reimer; Alderman Reitmeyer; 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; Vicki Phillips, Acting Director of Parks; Cathy Pratt, Staff Support Services Manager; Rick Struttmann, Police Chief; Russ Batzel, City Administrator; Randy Weber, City Attorney.

COMMUNICATIONS FROM BOARD MEMBERS/ALDERMANIC REPRESENTATIVES

Committee reports were given during this time.

BOA ITEMS FOR DISCUSSION

UNFINISHED BUSINESS ITEMS: NONE

NEW BUSINESS ITEMS:

Alderman Townsend moved and Alderman Violet seconded the motion to remove Discussion/ Kimberly Drive Speed & Safety Resolutions from the agenda for discussion. The motion was approved.

DISCUSSION/ KIMBERLY DRIVE SPEED & SAFETY RESOLUTIONS – BATEMAN/HOLLINGSWORTH

Alderman Bateman explained to resident Ron Staszcuk, who was sitting in the audience due to his concerns with Kimberly Drive speed and safety issues, that a public comments period is not part of the Board of Aldermen Work Session meeting. However, Alderman Bateman informed that the City's Transportation and Development Services Manager, Burt Benesek would speak about the history of the issues in the area of Kimberly and Mexico Road. Alderman Bateman stated that email correspondence between staff and Mr. Staszcuk pertaining this item will be read and entered into the record of the Board of Aldermen Work Session meeting.

Alderman Bateman read into the record the following electronic communications between herself, Mr. Ron Staszcuk, resident of Ward 2, and Amanda Rich, Transportation Engineer:
From Ron Staszcuk:
"I left you a message yesterday to call me...we have two problems here:

1) cars speeding up Kimberly Lane at 30 to 45 mph on a consistent basis
2) more care cars turning off Mexico Road on to Kimberly Lane...yes I know it is prohibited but people are doing it...

Two different solutions:
1) do what was going to be done originally(make the street no outlet) when the city decided to make it a one way out....originally the street was supposed to be closed off but supposedly some people complained...
2) speed bumps down the two blocks of Kimberly Lane which I think would eliminate the speeding
DO NOT SUGGEST THE ELECTRONIC SPEEDING SIGNS WHICH NEVER WORK...if the city has any concerns about your citizens and children, you will do the right thing

PS...I still think you need to make a 4 way stop at the park...I think if you researched most communities do have stop signs at their local parks...."

From Amanda Rich:
"The average daily traffic for northbound Kimberly Lane was 624 vehicles. The total number of vehicles traveling northbound for the week that we collected data was 4,371 vehicles."

From Ron Staszcuk:
"I was referring to where you ran the test on my block at # 5 Kimberly Lane...I wanted to know how many cars went up this street (going north) when you ran the test."

From Alderman Bateman:
"but possibly we could do a double fine zone"

From Ron Staszcuk:
"the speed limit signs already have a 'double fine zone' on them"

From Alderman Bateman:
"we can talk with the Board to see what we can do"

From Ron Staszcuk:
"26% going over the speed limit on a residential area seems high plus 8% going faster than 35mph????...I still think there should be some kind change(s) to stop the speeding..."

From Amanda Rich:
"26 percent of vehicles are traveling at or above 30 mph. The majority of those vehicles are traveling between 30 and 34 mph."

Mr. Benesek provided a slideshow presentation to show the area of concern, which is attached and made a part of these minutes. Questions were addressed and comments were made by the Aldermen regarding possible solutions such as an all way stop at the park location, controlled law enforcement stops, extending the curb at Kimberly Lane right out at Mexico, a pilot program with a dip at the tot lot park or entrances to parks as traffic calming test program. Mr. Benesek suggested next steps to review these comments to rerun the stop

sign warrant study, collecting data directly at the intersection for future Board of Aldermen review on those findings. **This item will be brought back for future Board of Aldermen review.**

MAYOR/CITY ADMINISTRATOR ITEM

UNFINISHED BUSINESS ITEMS:

Alderman Hollingsworth moved and Alderman Reitmeyer 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 reminded the Board of Aldermen that at the November Work Session it was discussed that after working on implementation to the online permitting and business licensing portal, needed amendments to City Code Chapters 205, 600, and 605 were found to accommodate background check requirements during the online application process. Staff's recommendations include removing notarization requirements, record retention, and a general cleanup for current practices or additional recommendations from licensing staff or Chief of Police. Alderman Townsend commented about the word "kennel" used in Chapter 205 of the City Code and recommended amending the word "kennel" to "overnight boarding facility". Ms. Pratt suggested a staff review of the term "kennel" in the city code, and the term "overnight boarding", as this change may affect additional sections of the code. No further comments or questions from the Board of Aldermen. **This is business item I-18 on this evening's Board of Aldermen meeting agenda for consideration.**

NEW BUSINESS ITEMS:

Alderman Hollingsworth moved and Alderman Reitmeyer seconded the motion to remove 2020 Water Service Line Repair Program Contract from the agenda for discussion. The motion was approved.

2020 WATER SERVICE LINE REPAIR PROGRAM CONTRACT – BENESEK

Mr. Benesek gave a slideshow to explain the 2020 Water Service Line Repair Program. This program is authorized by Missouri State Statue and funded by $12 annual assessment. The program allows eligible repairs to private, residential domestic water service lines from water meter to house foundation wall, and covers 85% of the repair cost, up to $3,000. The City of St. Peters will administer the repair. Staff is recommending utilizing a renewal clause in the existing contract with Flynn Drilling for the 2020 Water Service Line Repair Program in the amount of $180,000. Alderman Barclay reminded residents that waterline insurance from other water supply companies is not needed for residents of St. Peters. 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 Hollingsworth seconded the motion to remove Chapter 365 Parking Code Update from the agenda for discussion. The motion was approved.

CHAPTER 365 PARKING CODE UPDATE – BENESEK

Mr. Benesek gave a slideshow regarding concerns received on street parking of commercial vehicles in non-residential areas. Staff is recommending repealing and replacing City Code Section 365.070 to prohibit commercial vehicle and trailer parking on public streets outside of Industrial Zoned Districts. An aerial photo was displayed. This recommendation was previously discussed at the May, 2019 joint Board of Aldermen and Planning and Zoning Commission meeting. Chief Struttmann addressed questions concerning the procedure to handle these violations. No further comments or questions from the Board of Aldermen. **This is business item I-08 on this evening's Board of Aldermen meeting agenda for consideration.**

Alderman Reimer moved and Alderman Hollingsworth seconded the motion to remove Chapter 230 Health and Sanitation Code Update from the agenda for discussion. The motion was approved.

CHAPTER 230 HEALTH AND SANITATION CODE UPDATE – BENESEK

Claire Toledo, Health Department Supervisor, gave a slideshow presentation on the recommended Chapter 230 Health and Sanitation Code updates. Updates will include prohibiting use of vapor products in addition to tobacco products in City buildings, move from the 2013 FDA Food Code to the 2017 FDA Food Code, increase re-inspection fees for food code violation to reflect current City costs, and move enforcement of the City's Fats, Oils, and Grease (FOG) program to the Health Department. Ms. Toledo discussed the proposed fee guidelines. With the move of the FOG Program elements from the WES Group to the Health and Sanitation Code, an amendment will also be needed on certain portions of City Code Chapter 710.210. With Board approval, a draft ordinance will be placed on the January 23, 2020 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 January 23, 2020 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the January 23, 2020 Board of Aldermen meeting agenda for consideration.**

Alderman Townsend moved and Alderman Hollingsworth seconded the motion to remove P-24 Country Hill Phase 2 Storm Water Improvements Bid Recommendation from the agenda for discussion. The motion was approved.

P-24 COUNTRY HILL PHASE 2 STORM WATER IMPROVEMENTS BID RECOMMENDATION – BENESEK

Mr. Benesek gave a slideshow presentation and displayed an aerial view to explain the project area. On November 19, 2019, staff received nine (9) bids for the P-24 Country Hill Estates Phase Two Storm Water Improvement Project. After a thorough review, staff is recommending awarding the project to the second lowest bidder to Lamke Trenching and

Excavating Inc. in the amount of $262,567.37. This bid is 2.8% higher than the lowest bid received and 20.8% lower than the average of the bids received. With Board approval, a draft ordinance will be placed on the January 23, 2020 Board of Aldermen agenda for consideration. No further comments or questions from the Board of Aldermen. Alderman Violet moved and Alderman Reitmeyer seconded the motion to place this item on the January 23, 2020 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the January 23, 2020 Board of Aldermen meeting agenda for consideration.**

Alderman Hollingsworth moved and Alderman Barclay 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 stated that on November 14, 2019, the City received three (3) bids for the Sanitary and Storm Sewer Cured-In-Place Pipe (CIPP) Lining Project. Staff Recommends awarding the bid to Insituform Technologies who submitted the lowest responsive bid in the amount of $239,735.00. The public sanitary sewer lining will be funded from the water Sewer Operating & Maintenance Funds, the laterals will be funded from the Sewer Lateral Fund, and the Storm Sewer portion will be funded from the Local Parks and Storm Water Fund. No comments or questions from the Board of Aldermen. **This is business item I-10 on this evening's Board of Aldermen meeting agenda for consideration.**

Alderman Reimer moved and Alderman Bateman seconded the motion to remove 2020 Recycling Bag Purchase from the agenda for discussion. The motion was approved.

2020 RECYCLING BAG PURCHASE – MALACH

Mr. Malach explained on February 6, 2018, staff received one bid response for the yearly purchase of recycling bags. WasteZero has successfully won the bid for the past several years and has agreed to hold the pricing for the City's FY20 Blue Bag order. Staff is recommending the bid amount of $116,800 for 40,000 rolls. Mr. Malach recounted that before the City started the Blue Cart Program, the City was spending an average of $157,695 per year on blue bags over the previous five years. With Board approval, a draft ordinance will be placed on the January 23, 2020 Board of Aldermen agenda for consideration. No comments or questions from the Board of Aldermen. Alderman Hollingsworth moved and Alderman Reimer seconded the motion to place this item on the January 23, 2020 Board of Aldermen meeting agenda. The motion was approved. **This item will be placed on the January 23, 2020 Board of Aldermen meeting agenda for consideration.**

Alderman Barclay moved and Alderman Reimer seconded the motion to remove Toro Rotary Mowers Bid Recommendation from the agenda for discussion. The motion was approved.

TORO ROTARY MOWERS BID RECOMMENDATION – PHILLIPS

Ms. Phillips stated that two (2) Parks Department large Toro Rotary area mowers are due to be replaced per the CIP schedule. Staff is recommending the sole bidder from the advertised competitive bid, as they met all specifications and are well within the budgeted amount after

the trade-in. Each mower was priced at $80,091.13. Staff is also recommending to carry forward funds from the FY19 budget to purchase these mowers from MTI Distributing in Berkeley, Missouri, in the total amount of $125,182.26; with $35,000 in trade-in values of three (3) mowers. No further comments or questions from the Board of Aldermen. **This is business item I-15 on this evening's Board of Aldermen meeting agenda for consideration.**

Alderman Violet moved and Alderman Hollingsworth seconded the motion to remove School Resource Officer Agreement Amendments from the agenda for discussion. The motion was approved.

SCHOOL RESOURCE OFFICER AGREEMENT AMENDMENTS – BATZEL

Mr. Batzel reminded the Board of Aldermen they approved an ordinance in August authorizing for a School Resource Officer for Fort Zumwalt and Francis Howell School Districts. In negotiating with Fort Zumwalt, the school district had concerns with some of the language for indemnification. After staff review, there was a revision made to the Intergovernmental Cooperation Agreement for School Resource Officers with the Fort Zumwalt and Francis Howell School Districts. School Resource Officers are budgeted with the City paying 58% of the annual salaries and benefits and the school districts paying 42%. Since the Intergovernmental Cooperation Agreement has been amended, there is a need to acquire re-approval. No further comments or questions from the Board of Aldermen. **This is business item I-14 on this evening's Board of Aldermen meeting agenda for consideration.**

MISCELLANEOUS UPDATES – BATZEL

- Amendment to Intergovernmental Cooperation Agreement for Dardenne Creek Maintenance

Mr. Batzel reminded the Board of Aldermen that at the last work session meeting, a time extension on an intergovernmental cooperation agreement amendment was approved between the City of St. Peters, St. Charles County and the Dardenne Creek Drainage District No. 3 in order to remove a significant log jam within Dardenne Creek. St. Charles County and the contractor has approved the amendment for a six-month extension in time; however, the agreement will not be presented to the Board of Aldermen until the next Regular Board of Aldermen meeting.

BOARD MEETING AGENDA ITEM REVISIONS – BATZEL

Mr. Batzel reminded the Board that City Clerk Smith distributed two handouts to the Board of Aldermen prior to the meeting; Bills 19-171 and 19-181, and a corrected agenda.

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

Alderman Barclay moved and Alderman Violet seconded the motion to enter Executive Session re: Litigation, Real Estate and Personnel, pursuant to Section

610.021(1)(2)(3)(9)(12)(13)(14) & 610.022 (1-6) and then adjourn the Work Session meeting from the Executive Session. With the motion approved, the Board of Aldermen entered Executive Session at approximately 6:17 p.m. Roll Call was taken as follows: President of the Board of Aldermen, Alderman Bateman: yes; Alderman Violet: yes; Alderman Hollingsworth: yes; Alderman Reitmeyer: yes; Alderman Townsend: yes; Alderman Barclay: yes; Alderman Reimer: yes; Alderman Trupiano: yes.

ADJOURNMENT OF THE EXECUTIVE SESSION AND THE WORK SESSION

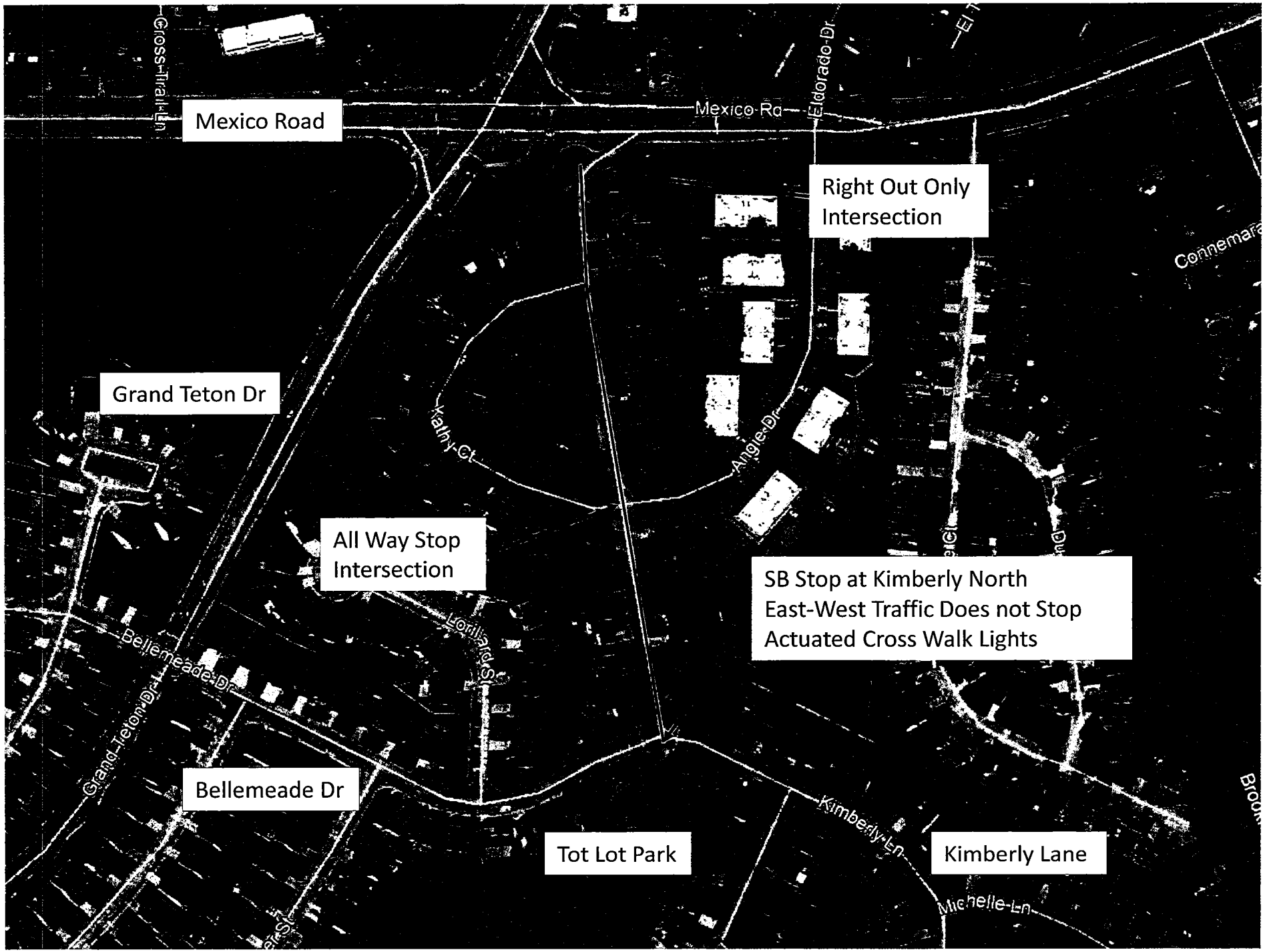
Alderman Barclay moved and Alderman Hollingsworth seconded the motion to adjourn the Executive Session and the Work Session meetings. The motion carried and the Executive Session and the Work Session was adjourned at approximately 6:34 p.m. with roll call shown as follows: President of the Board of Aldermen, Alderman Bateman, yes; Alderman Violet, yes; Alderman Hollingsworth: yes; Alderman Reitmeyer, yes; Alderman Reimer, yes; Alderman Barclay, yes; Alderman Townsend, yes; Alderman Trupiano, yes.

Submitted by,

Patricia E. Smith, City Clerk

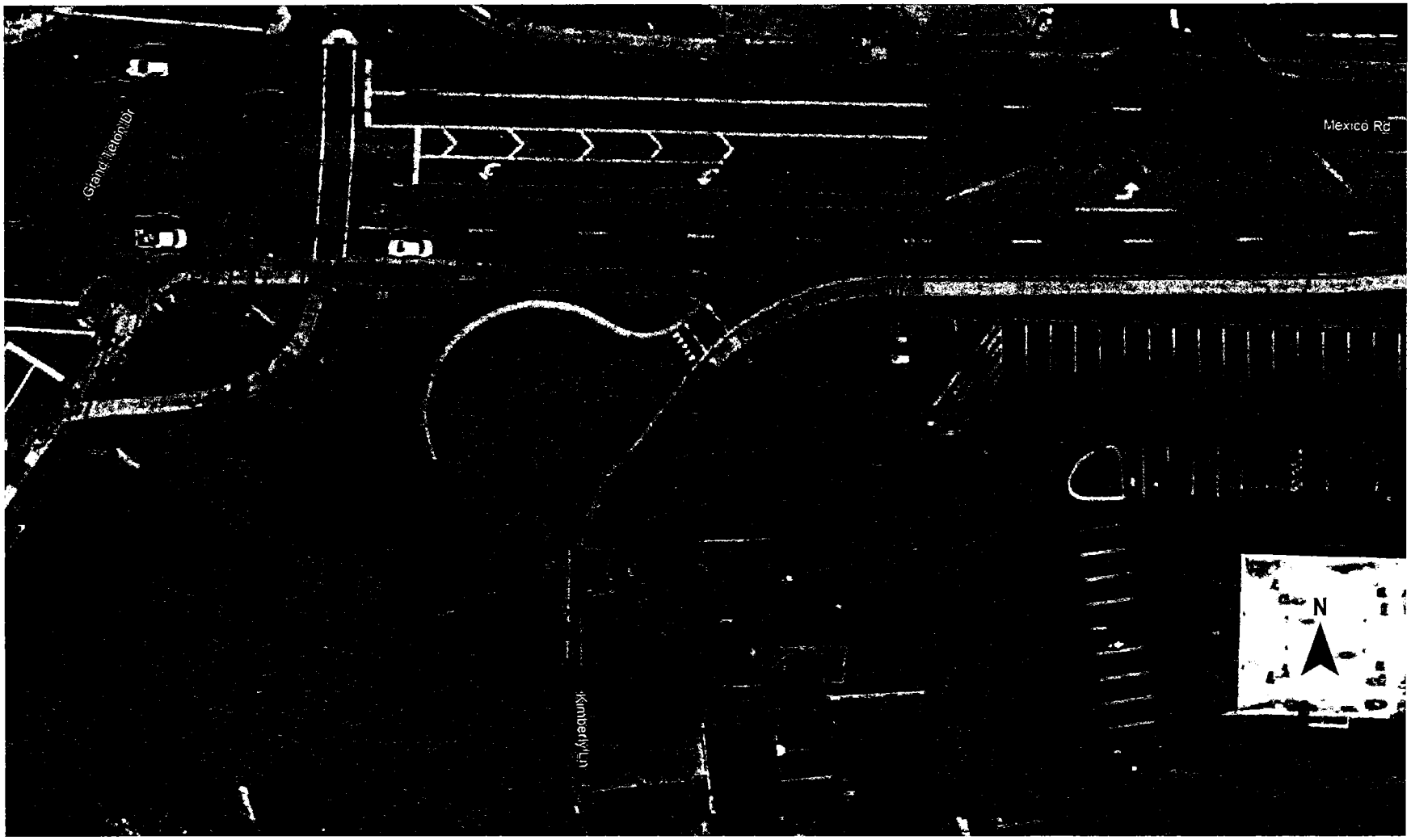
Kimberly Lane Traffic Study (Bellmeade Drive/Tot Lot to Mexico Road)

- Traffic Concerns Reported:
  - Illegal Left Hand Turns at Kimberly Lane and Mexico Road
  - Excessive Vehicle Speed and Traffic Volume
  - All Way Stop Signs Request at Kimberly Lane and Bellmeade Drive.


Mexico Road
Right Out Only Intersection
Grand Teton Dr
All Way Stop Intersection
SB Stop at Kimberly North
East-West Traffic Does not Stop
Actuated Cross Walk Lights
Bellemeade Dr
Tot Lot Park
Kimberly Lane
Mexico Rd
Eldorado Dr
Cross Trail Ln
Kathy Ct
Angie Dr
Bellemeade Dr
Grand Teton Dr
Kimberly Ln
Michelle Ln

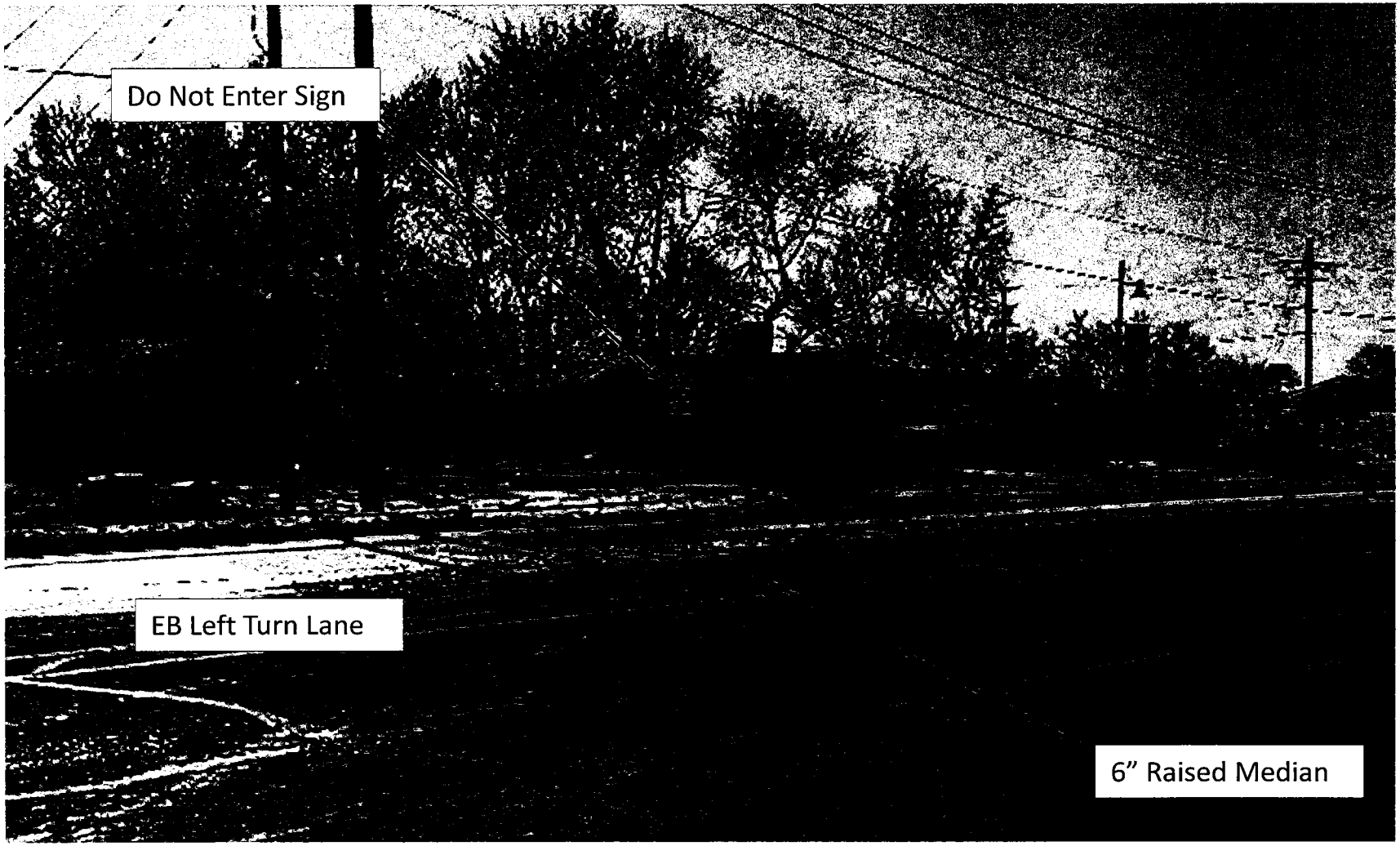
Kimberly Lane Right Out at Mexico Road

Concern: Illegal WB Left Hand Turns at Kimberly Lane and Mexico Road



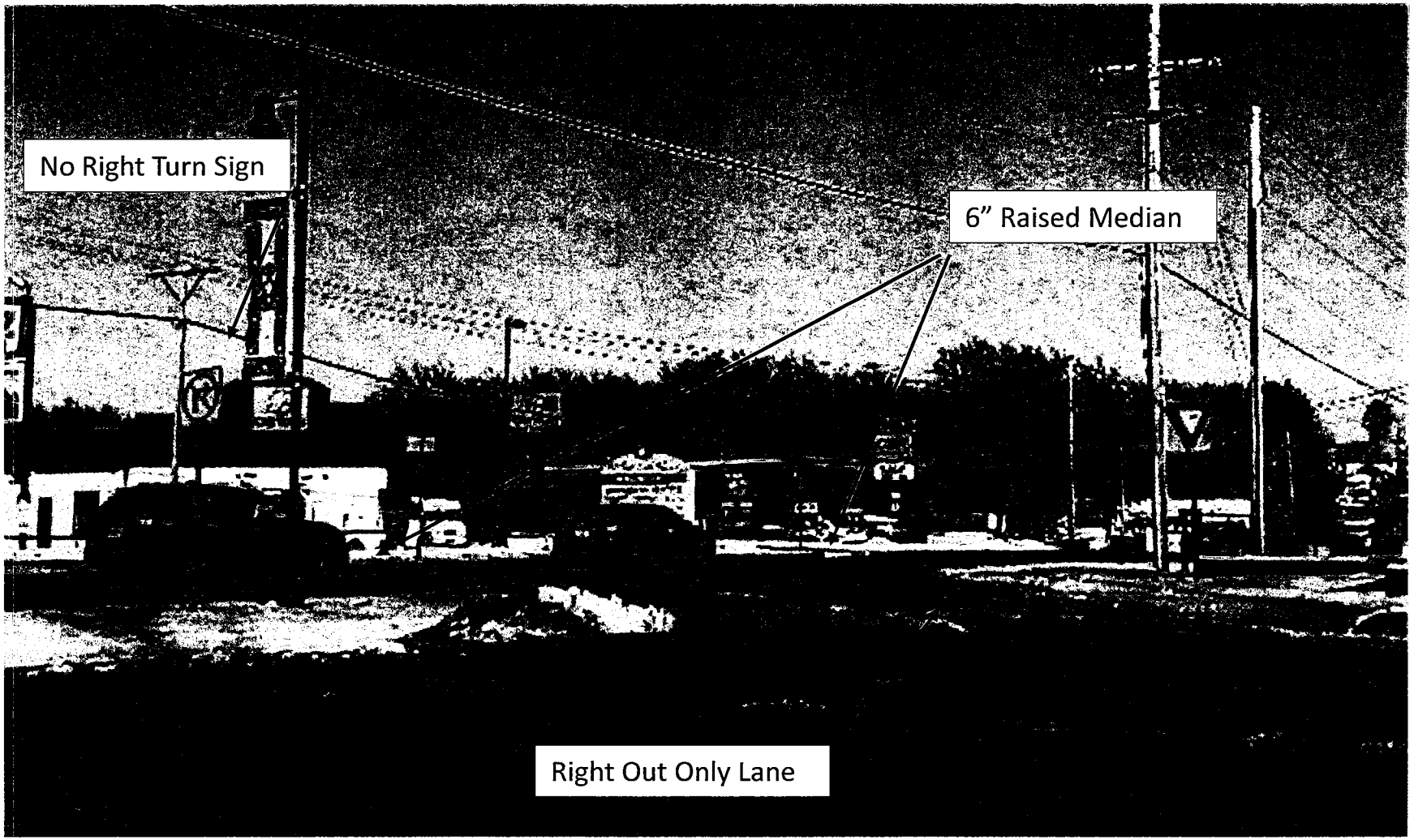
Kimberly Lane Right Out at Mexico Road

View: WB Mexico Road



Kimberly Lane Right Out at Mexico Road

View: From Kimberly Lane, Facing EB Mexico Road



Kimberly Lane
Speed and Volume Study

- Posted Speed: 25 MPH
- Average Vehicle Speeds
  - 28 mph northbound
  - 29 mph southbound
  - 28 mph combined (weighted)
- Avg. Vehicle Volumes
  - 624 vehicles per day northbound
  - 61 vehicles per day southbound

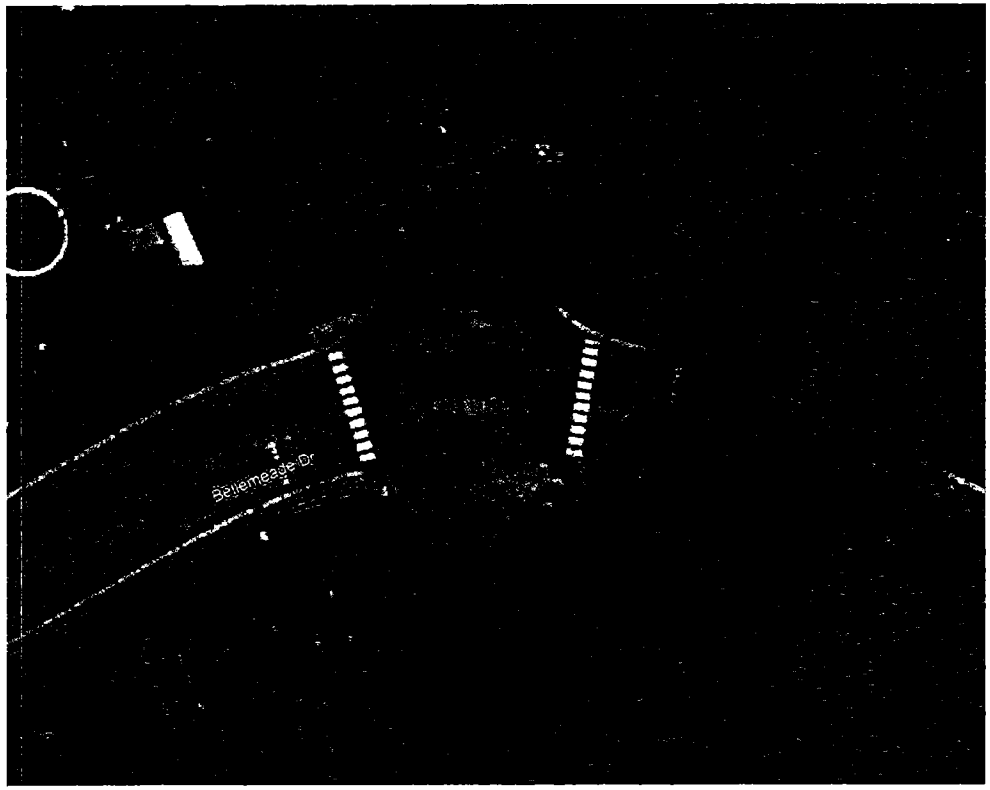
Kimberly Lane Speed and Traffic Volume Comparison

Street Name	Average Speed (mph)	Volume (vpd)
Kimberly Lane (North of Bellmeade)	**28**	**681 (622 NB)**
Cambridgeshire Drive	25	514
Fairview Glen Drive	27	495
Jessie Marie Lane	27	446
Cave Springs Estates Drive	27	1,519
McClay Valley Drive	29	1,228
Kimberly Lane / Bellemeade Drive	31	2,508
Timberidge Drive	34	3,307

Kimberly Lane Traffic Study
Other Traffic Data Considered

- Conducted Directed Patrols
  - 1 Speeding Violation Found
    - Kimberly Lane south of Bellemeade Drive/Tot Lot
  - 1 Plate Violation Found
  - 2 Equipment Violation Warnings Issued
- Accident History:
  - 2 Accidents on Kimberly Lane in past 5 years
    - 2018 - Failure to Yield from Kimberly Lane North to Bellmeade
    - 2019 – Parked Vehicle Sideswiped on Kimberly Lane near Angie Drive
- Concern History
  - 3 Concerns Received Regarding Tot Lot Intersection

Kimberly Lane at Bellemeade Drive/Tot Lot Intersection



- 3 Previous Traffic Studies Found Criteria for All Way Stop Condition Not Met.
  - 0 Applicable Accidents
  - Minimal Side Street Traffic
  - No Safety Issue Resolved
- Enhanced Crosswalks with Lighted Signs Installed 2019.

Kimberly Lane at Bellemeade Drive/Tot Lot Intersection

Kimberly Lane

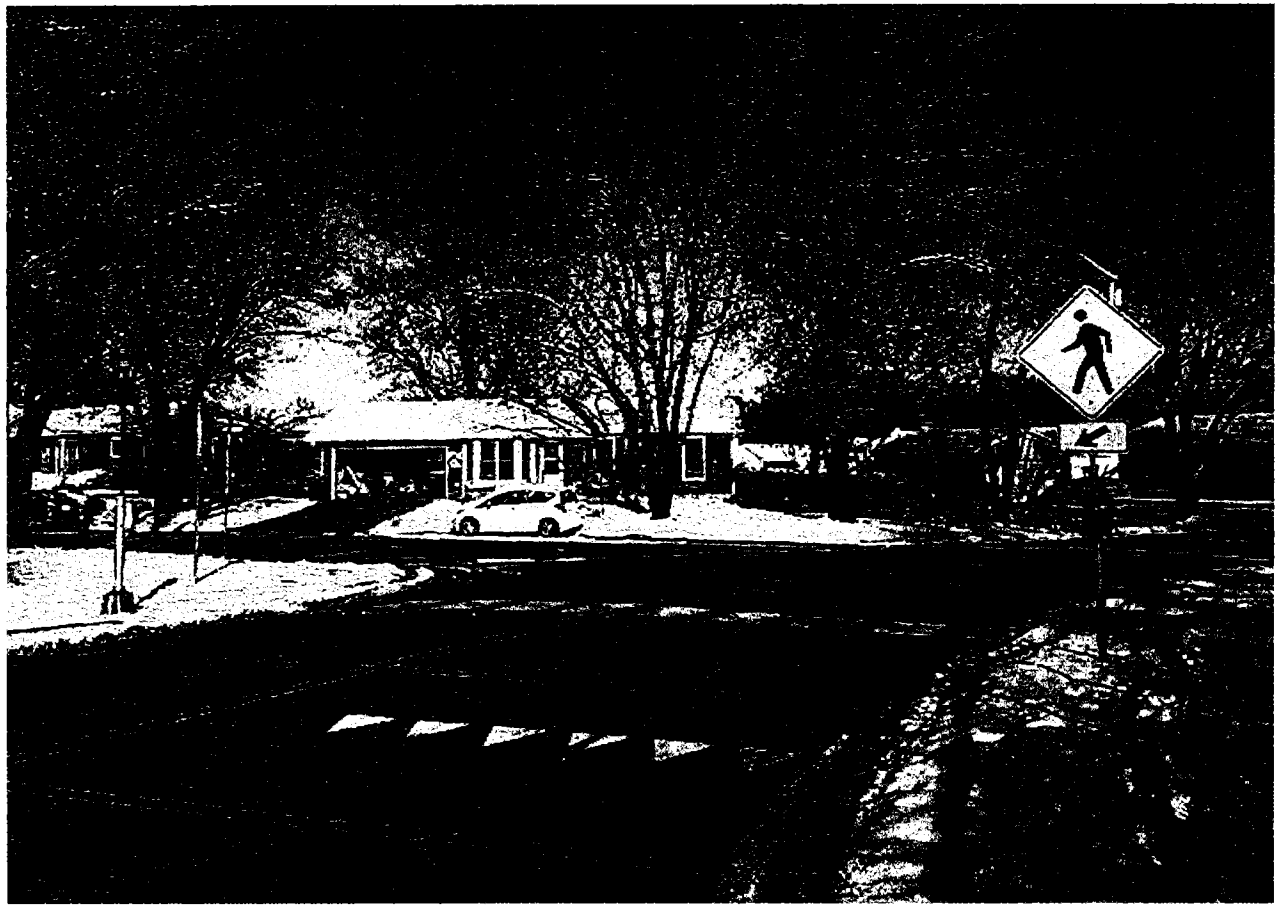
(East Bound Approach)

Kimberly Lane

(West Bound Approach)

Kimberly Lane at Bellemeade Drive/Tot Lot Intersection

- Lighted, Actuated Cross Walk Signs



Questions?