



**BOARD OF ALDERMEN**

**Meeting Minutes**

FEBRUARY 27, 2023

7:00 PM

1 GOVERNMENT CTR. BALLWIN, MO 63011

THE MINUTES ARE PREPARED IN SUMMARY TO REFLECT THE OVERALL DISCUSSIONS, NOT VERBATIM QUOTES.

The meeting was called to order by Mayor Pogue at 7:00 p.m.

**ROLL CALL**

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Present

Mayor Tim Pogue  
Alderman Mike Utt  
Alderman Michael Finley  
Alderman Kevin M. Roach  
Alderman Mark Stallmann  
Alderman Frank Fleming  
Alderman Jim Leahy  
Alderman Ross Bullington  
Alderman David Siegel  
City Administrator Eric Sterman  
City Attorney Robert Jones

Absent

The Pledge of Allegiance was recited.

**APPROVAL OF MINUTES**

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The minutes from the February 13, 2023 Board of Aldermen Meeting were submitted for approval. Alderman Finley made a motion to amend the minutes, adding to his aldermanic comment, “He specifically identified that Old Ballwin Rd. would not be good for golf carts, considering that the speed limit is 25 mph, it is a two lane road, and there are curbs without shoulders.” Alderman Roach seconded the motion, which received unanimous approval.

Alderman Fleming made a motion to approve the minutes as amended, which was seconded by Alderman Finley. The amended minutes from the February 13, 2023 Board of Aldermen Meeting were approved unanimously.



## **PRESENTATION**

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Chief Doug Schaeffler introduced two new police officers, Luke Shockley and Peter Haupt. Officer Shockley was ranked #1 in defensive tactics at the police academy. Officer Haupt was ranked #2 overall recruit at the police academy. Chief Schaeffler stated that the Ballwin police department is staffed at 100%.

## **LEGISLATION**

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**BILL 4159** - AN ORDINANCE GRANTING A SPECIAL USE EXCEPTION TO AMIT PATEL/OM GROUP D/B/A DUNKIN' FOR A RESTAURANT WITH DRIVE THRU AND FRONT YARD PARKING AT 14924 MANCHESTER ROAD.

Bill 4159 was read for the first time at the February 13, 2023 Board of Aldermen meeting.

*Discussion:*

Alderman Siegel asked where the existing light poles will be repositioned on the site. Mr. Michael Crouch, representing Dunkin', said that he wasn't sure, but thought that they are being removed. Alderman Siegel asked that at least one be moved to the rear of the property to provide traffic safety and maintain the current level of lighting for the site. City Attorney Jones said that this requirement can be added to the exhibit attached to the ordinance.

Alderman Siegel made a motion to add "relocate one parking lot light on the southern portion of the property in order to maintain the illumination provided by the existing lighting" to the ordinance exhibit. Alderman Roach seconded the motion. The motion passed unanimously.

A motion was made by Alderman Finley and seconded by Alderman Bullington for a second reading of Bill 4159, as amended, title only. The motion passed unanimously and Bill 4159 was read for the second time.

A roll call vote was taken for passage and approval of Bill 4159.

Bill 4159 was approved unanimously and became Ordinance No. 23-05.



**CONSENT ITEMS**

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**Administration – Personnel Manual Changes**

*Staff recommends accepting the changes, as most of them were previously approved by the Board of Aldermen during the most recent CBA negotiations. City Attorney Jones has also reviewed these changes.*

**Public Works – Ready Mix Concrete**

*Staff recommends awarding this contract at the unit bid price for the two types of concrete, including the alternate bids, to Valley Material Company.*

*Discussion:*

None.

Alderman Stallmann made a motion to approve the consent items. Alderman Finley seconded the motion, which was approved unanimously.

**Administration – Salary Increase 2023**

*Staff recommends that the Board approve a salary increase of 3% for all full-time staff effective April 1, 2023.*

*Discussion:*

Alderman Roach asked if all staff would receive the 3% raise, or if it is based on merit. City Administrator Sterman said that the City budgets for 3% across the board, but the department heads have the flexibility to adjust for individuals.

Alderman Roach made a motion to approve the consent item. Alderman Siegel seconded the motion, which was approved unanimously.

**Parks & Recreation – Exercise Bikes**

*Staff recommends approving the purchase of 10 exercise bikes utilizing the Sourcewell Cooperative Purchasing Program for \$22,766.*

*Discussion:*

Alderman Roach asked about the features of the new bikes. Parks Director Conway said the new bikes are direct replacements of the existing standard recumbent and upright bikes.

Alderman Roach made a motion to approve the consent item. Alderman Siegel seconded the motion, which was approved unanimously.



## **MAYOR'S REPORT**

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Mayor Pogue said that Ameren will be trimming trees in the City and asked that this information be relayed on social media to make the residents aware. He also congratulated the Parkway South Girls' Swimming and Diving Team, who won back-to-back titles this year.

## **CITY ADMINISTRATOR'S REPORT**

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City Administrator Serman noted that four grants are before the Board for their approval and signatures. These grants reimburse our costs for officers to work overtime performing additional enforcement in the areas of youth alcohol enforcement, hazardous moving violation enforcement, occupant protection enforcement and impaired driving enforcement. The police department applies for these grants each year. A motion was made by Alderman Stallmann and seconded by Alderman Finley to approve the grant submission. A voice vote was taken with unanimous affirmative result and the motion passed.

City Administrator Serman stated that the State legislature implemented a state government accountability portal last year, which is a searchable database under which government agencies report expenditures. Participation is optional for municipalities, and Ballwin intends to provide the data going forward. City Administrator Serman commended Finance Director Keller for putting it on the portal.

City Administrator Serman discussed personnel changes: Interim City Clerk, Linda Lechner, will step down from her role as interim city clerk when Megan Freeman returns from maternity leave on March 6. Planning Technician Shawn Edghill will be leaving the City of Ballwin for a position in the Pacific Northwest. His last day will be March 7, the day after the March Planning & Zoning meeting.

City Administrator Serman stated that there will be intermittent closures at Holloway Park as work begins on the renovation of the playground there. Parks Director Conway estimated the project will be completed in June.

## **CITY ATTORNEY'S REPORT**

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City Attorney Jones said that he is catching up with revisions to our ordinances to bring them in line with new State legislation. He requested a motion to bring before the board revisions to Section 2-294, which is the City's version of the closed meetings and closed records of the Missouri Sunshine Law.

Alderman Stallmann made a motion to direct City Attorney Jones to prepare legislation to revise Section 2-294. Alderman Bullington seconded the motion, which passed unanimously.

Mayor Pogue observed that legislators are attacking local control and that the Board and staff will continue to voice their concerns.

## **STAFF REPORTS**

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**Parks & Recreation – Vlasis Park Site Design**

*After contract negotiations staff recommends entering into a contract with Gateway Design Studio for \$23,000, which will be covered 100% by the Municipal Park Grant. This amount is under budget, leaving some grant funding available for other services needed for the project, such as a topographical survey.*

Alderman Siegel asked Parks Director Conway to consider long-term use and public input when designing the playground. He would like to see more lighting on the playground as well. Parks Director Conway said that as the plan progresses, it will be brought before the Board.

Alderman Roach asked about the timeline for construction. After receiving authorization to proceed in early March, a preliminary design will be drawn up for review, which will be used for the RFP process for playground equipment vendors. Parks Director Conway said he expects that construction will begin in September after Ballwin Days.

Alderman Stallmann agrees with Alderman Siegel regarding public input, and asked that Parks Director Conway consider inclusivity in the design.

Alderman Bullington made a motion to accept staff’s recommendation. Alderman Siegel seconded the motion, which passed unanimously.

**Public Works – Cement**

*Staff recommends awarding this contract at the unit bid price to the low bidder, Holcim US Inc.*

Alderman Roach made a motion to accept staff’s recommendation. Alderman Siegel seconded the motion, which passed unanimously.

**Public Works – Hot Mix Asphalt**

*Staff recommends awarding the unit price contract to the only bidder, New Frontier (formerly Fred Weber), and to accept alternate bid #2.*

Alderman Roach made a motion to accept staff’s recommendation. Alderman Siegel seconded the motion, which passed unanimously.

**Public Works – Ready Mix Sand**



*Staff recommends awarding the contract for Mississippi River Sand at the unit bid price to the low bidder, Simpson Materials. Staff also recommends awarding the bid for Low Lignite River Sand to Central Stone.*

Alderman Siegel asked if staff has considered a different mix design using less sand. Public Works Director Link said he will look into it. Mayor Pogue asked Public Works Director Link to report back to the Board after speaking with Cement Tech.

Alderman Siegel made a motion to accept staff’s recommendation. Alderman Utt seconded the motion, which passed unanimously.

**Public Works – Street Sweeping**

*Staff recommends awarding the contract to the only bidder, SCA of Missouri, LLC (formerly Contractors and Municipal Sweeping Service Inc.) for a total of \$33,531.72.*

Alderman Roach asked if Public Works Director Link had any concerns that SCA of Missouri would be able to complete the street sweeping. Public Works Director Link said there are no concerns about that.

Alderman Finley asked about a previous street sweeping company, Crowns and Curbs. Public Works Director Link said they declined to submit a bid.

Alderman Finley made a motion to accept staff’s recommendation. Alderman Utt seconded the motion, which passed unanimously.

**Public Works – Striping**

*Staff recommends awarding the unit price contract to America’s Parking Remarketing.*

Mayor Pogue asked if there was any feedback from the companies who didn’t submit a bid. Public Works Director Link said he left messages but had not received a return call.

Alderman Roach made a motion to accept staff’s recommendation. Alderman Siegel seconded the motion, which passed unanimously.



Alderman Stallmann asked Parks Director Conway to extend the Board’s congratulations to Emily Wagemann for receiving the 2023 Aquatics Section Distinguished Service Award from the Missouri Parks & Recreation Association.

Alderman Stallmann announced an Aldermanic Parks and Recreation Committee meeting on March 13 at 6:00 pm, before the regular meeting of the Board of Aldermen. Topics will include improvements to the Pointe, integrating the current police building site into Vlasik Park, establishment of a dog park, establishment of inclusive elements into the playground, and the creation of a citizen’s park advisory panel.

Alderman Finley announced a meeting of the Aldermanic Public Health and Safety Committee meeting on March 27 at 6:00 pm, before the regular meeting of the Board of Aldermen. The topic will be mosquito fogging.

Alderman Roach thanked Planning Technician Edghill for his service to the City and wished him good luck in the future.

A motion was made by Alderman Stallmann and seconded by Alderman Utt to move to closed session pursuant to Section 610.021(1) and Section 610.021 (2), to discuss legal and/or real estate matters.

A roll call vote was taken with the following results:

Ayes: Aldermen Utt, Finley, Roach, Stallmann, Fleming, Leahy, Bullington, Siegel

Nays: None

The Board moved to closed session at 7:47 p.m. When the Board returned to open session, Alderman Fleming made a motion to reconvene. The motion was seconded by Alderman Finley. The motion passed by a unanimous voice vote at 8:09 p.m.

Alderman Fleming then made a motion to adjourn. The motion was seconded by Alderman Finley and passed by unanimous voice vote at 8:10 p.m.

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Tim Pogue, Mayor

ATTEST:

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Linda Lechner, Interim City Clerk