



DRAFT
BOARD OF ALDERMEN
Meeting Minutes

March 14, 2022

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

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 Raymond Kerlagon
City Administrator Eric Sterman
City Attorney Robert Jones

Absent

The Pledge of Allegiance was recited.

Mayor Pogue shared that Ballwin had lost a great police officer, Steve Morrison. Officer Morrison had served the City for 35 years and was a terrific asset to both the department and the community. Mayor Pogue asked for a moment of silence to remember Officer Morrison.

MINUTES

The minutes from the February 28, 2022 Board of Aldermen meeting were submitted for approval. A motion was made by Alderman Fleming and seconded by Alderman Finley to approve the minutes from the February 28, 2022 Board of Aldermen meeting as submitted. A voice vote was taken with unanimous affirmative result and the motion passed.



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CONSENT ITEMS

Administration – Check Signatories

Staff is recommending the Board approve the authorized signers for all City accounts as presented.

Discussion:

None

A motion was made by Alderman Fleming and seconded by Alderman Stallmann to approve staff's recommendation. A voice vote was taken with unanimous affirmative result and the motion passed.

Public Works – Asphalt Hot Mix

Staff is recommending awarding the unit price contract to the lowest bidder, New Frontier and accepting alternate Bid #2.

Discussion:

This consent item was pulled for further discussion by Alderman Roach.

Public Works – Slabs

Staff is recommending awarding this unit price contract to the low bidder, Kelpie Construction, not to exceed \$995,164.

Discussion:

This consent item was pulled for further discussion by Alderman Roach.

MAYOR'S REPORT

Nothing to report.

CITYADMINISTRATOR'S REPORT

Mr. Sterman reported that we are under construction at the new police department site; we are starting to see the site getting leveled and lowered.

Mr. Sterman then talked about how change orders for the new police department could be handled. He stated that under normal purchasing procedures, the City Administrator may approve purchases up to \$15,000. There are contingencies built into the police building contract for changes up to \$100,000, but if something would go outside



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of that amount, Mr. Sterman is asking that the City Administrator be given the ability to approve these changes if the Board is comfortable. This would prevent something being held up to be presented and approved at a Board meeting and, if a change is made and approved, Mr. Sterman would report it at the next Board meeting. Alderman Roach stated he is in favor of granting the City Administrator the latitude to approve change orders as he sees fit as long as all change orders are reported to the Board. Alderman Stallman seconded this. A voice vote was taken with unanimous affirmative result and the motion passed.

Mr. Sterman also reported the current trash services contract with Republic Services runs out at the end of this year. We are planning to issue this bid in April with 60 days to receive bids, so that the new contract would be issued in June or July. If the Board has any issues or concerns, now would be the time to raise them. Alderman Roach asked if there was any way to get feedback from the public; Mr. Sterman stated we could possibly put something out on social media. Alderman Stallmann stated he feels City residents are pretty happy with trash services. Mayor Pogue asked if any issues were anticipated; Mr. Sterman stated we don't expect a huge response. Alderman Roach stated he had been contacted by Republic to make sure he is up-to-date on their services and he anticipates they will attend a meeting at some point to make an informational presentation.

Lastly, Mr. Sterman shared that an index of all bills and resolutions has been added to the website. Alderman Stallmann asked how to search for something; Mr. Sterman explained there are tabs for each year and it's searchable by keyword, however, if actual text is needed, this can be found on the Municode portal. Alderman Fleming asked how far back the information goes; Mr. Sterman explained that the Municode portal goes back farther, but all information is out on the website.

Consent Item b was then discussed. Alderman Roach asked if New Frontier provides asphalt for the entire year; Public Works Director Jim Link stated they do. Alderman Roach also asked about the concrete debris which Mr. Link further explained. A motion was made by Alderman Roach and seconded by Alderman Stallmann to approve awarding the contract to New Frontier. A voice vote was taken with unanimous affirmative result and the motion passed.

Consent Item c was then discussed. Alderman Roach asked about the reduction in the square yardage amount, which was further explained by Mr. Link. Mr. Sterman also stated we are not expecting a surplus this year. Mayor Pogue stated that this is to accept the bid at unit cost. Mr. Sterman stated he feels it is the fiscally responsible decision at this time and can be revisited later if necessary. A motion was made by Alderman Bullington and seconded by Alderman Stallmann to approve awarding the contract to Kelpe Construction. A voice vote was taken with unanimous affirmative result and the motion passed.



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CITY ATTORNEY'S REPORT

Nothing to report for open session.

STAFF REPORTS

Administration – Sewer Lateral Program

Staff is recommending accepting the bid from A & A Sewer.

Discussion:

Building Commissioner Mike Roberts stated this goes out for bid every two years and only one bid came in from our current contractor, A & A Sewer. Mr. Roberts stated this contractor is top notch and he receives many compliments from customers. Mr. Roberts also shared that costs have risen significantly. Furthermore, the account is in much better shape than it was in the past. Mayor Pogue shared there are two different parts of this to review, first being the contractor. Mayor Pogue echoed Mr. Roberts's comments regarding A & A, stating that he has received emails complimenting their work. Alderman Stallmann shared that he has had no complaints. Alderman Leahy asked if it is the customer's responsibility to pay for the initial camera fee and sewer lateral fee; Mr. Roberts stated it is. A motion was made by Alderman Stallmann and seconded by Alderman Bullington to contract with A & A Sewer for the sewer lateral program.

A discussion of the proposed change in per-project caps was had. Alderman Stallmann stated he feels this is a great service for homeowners as this type of repair can be very costly. He also stated this is reviewed every two years so that we can stay on top of fees and so we are not creating a surplus in the account. Alderman Roach asked if Mr. Roberts could come back in a year and give an update; Mr. Roberts replied he could. Alderman Leahy asked about the amount that the tax brings in. Mr. Sterman explained that even with a comparable number of claims and if they all hit the proposed \$4500 cap, we believe we would have enough to cover without tapping into reserves.

Alderman Fleming discussed his concerns with going from a \$3000 to \$4500 cap. There was more discussion about the size of projects and what defines the size of the project and possibly bringing more definition to costs, setting standards and possibly reviewing the account annually.

A motion was made by Alderman Roach and seconded by Alderman Stallmann to draft legislation to move the cap to \$4500 and to \$7500 for large projects which are defined as deep excavation or the approval of the City Administrator. A voice vote was taken with unanimous affirmative result and the motion passed.



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Administration – Permit Fees

Staff is recommending an increase to some permit fees.

Discussion:

Building Commissioner Mike Roberts stated he reviews our permit fees every three years to make sure we are covering our costs as well as to stay in line with other municipalities. He is asking that mechanical, electrical and plumbing permit fees be raised from \$25 to \$30 with the cost for inspections remaining at \$50. He is also asking to increase apartment inspection fees to \$50 from \$40 and adding a charge of \$2 per \$1000 for unsolicited addendums to building permits. Mayor Pogue thanked Mr. Roberts for reviewing the fees and stated that we need to be sure our costs are covered. He also shared that per the Hancock Amendment, we cannot charge so that we are profiting from the fees. Mr. Sterman stated that a motion would be needed for the City Attorney to draft legislation. Alderman Roach asked about the potential additional fee for addendums; Mr. Roberts stated it just depends on the size of the project and that the fee would cover the cost of the entire project as all the plans have to be reviewed again after an addendum has been submitted.

A motion was made by Alderman Roach and seconded by Alderman Utt to draft legislation for the permit fee increases. A voice vote was taken with unanimous affirmative result and the motion passed.

Parks – Truck

Staff is recommending awarding the bid to Don Brown Chevrolet.

Discussion:

Parks Director Chris Conway shared he is seeking the Board's approval for a truck for park maintenance. The bid was sent to 11 dealers; two bids were received. Don Brown's bid results in a net cost to the City of just under \$24,000.

A motion was made by Alderman Stallmann and seconded by Alderman Roach to approve staff's recommendation. A voice vote was taken with unanimous affirmative result and the motion passed.



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ALDERMANIC COMMENTS

Alderman Finley shared that this is Communications Coordinator Kennedy Robinson's last meeting. He stated we will all miss her and that she has done a great job!

A motion was made by Alderman Bullington and seconded by Alderman Stallmann to move to closed session. A roll call vote was taken with the following results:

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

Nays: None

The Board moved to closed session at 8:02 p.m.

A motion was made by Alderman Fleming and seconded by Alderman Stallmann to reconvene in open session at 8:34. A voice vote was taken with unanimous affirmative result and the motion passed.

A motion was made by Alderman Fleming and seconded by Alderman Stallmann to adjourn. The motion was passed by unanimous affirmative voice vote and the meeting adjourned at 8:35 p.m.

TIM POGUE, MAYOR

ATTEST:

POLLY MOORE, CITY CLERK