

MONDAY, MAY 18, 2020 7:00 P.M.
BOARD OF ALDERMEN
MINUTES

MAYOR MIKE WILCOX

ALDERMAN PAUL ROETTGER

ALDERMAN AARON NAUMAN

ALDERMAN TOM SCHOEMEHL

ALDERMAN BERRY LANE

ALDERMAN MIKE BAUGUS

ALDERMAN JOHN SCHUSTER

CITY ATTORNEY, JIM HETLAGE
CITY ADMINISTRATOR, BEN DECLUE
DEPUTY CITY CLERK, JOANNE CARR

MEETING CALLED TO ORDER

The meeting was called to order at 7:00 PM by Mayor Wilcox

The May 18, 2020 Board of Aldermen Meeting was conducted via videoconference.

ROLL CALL

Present: Alderman Roettger, Alderman Lane, Alderman Schoemehl
Alderman Nauman, Alderman Schuster Alderman Baugus

Absent: None

Present: Chief Jeff Beaton, Superintendent Terry Jones, Finance Officer, Dan Lawrence

APPROVAL OF TENTATIVE AGENDA

Mayor Wilcox asked if there were any changes or corrections to the Agenda for the May 18, 2020 meeting. Alderman Lane moved approval of the agenda for the May 18, 2020 meeting. Alderman Baugus seconded the motion.

APPROVAL OF THE MINUTES FROM APRIL 20, 2020 MEETING

Mayor Wilcox asked if there were any changes or corrections to the Board minutes from May 04, 2020. Alderman Nauman moved approval of the minutes from May 4, 2020 as amended. Alderman Lane seconded the motion, which was unanimously approved.

TREASURER'S REPORT- APRIL 2020

Mr. DeClue noted that the report was self-explanatory and if there were any questions, the Board could email him directly.

Mayor Wilcox asked if the April tax numbers would be available in June.

Mr. DeClue stated that they would be available at the end of the first week of June, adding that the reports are always a few months behind.

Mr. DeClue noted that the March numbers were slightly off due to the same lag, but in the case of March numbers, they were higher than would be expected adding that the April numbers nationally were down 17%.

CITIZEN COMMENTS

None

RESOLUTIONS

R08-20 A RESOLUTION REQUESTING THAT MUNICIPALITIES WITHIN ST. LOUIS COUNTY RECEIVE AN EQUITABLE DISTRIBUTION OF THE \$175 MILLION IN FUNDING RECEIVED BY ST LOUIS COUNTY FROM THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT TO REIMBURSE MUNICIPALITIES FOR ACTUAL PUBLIC SAFETY COSTS INCURRED RELATED TO COVID-19

Alderman Lane moved approval of the reading of Resolution R08-20.
Alderman Schuster seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue reported that Resolution R08-20 came about through discussions between the Missouri Municipal League and the county wide administrators concerned with the disbursement of the Federal funds given to St. Louis County and whether the funds would be disbursed throughout the county municipalities or would the monies be used solely within the county administration including county police. Mr. DeClue stated that there were no definitive plans addressed as yet by the County Executive, Dr. Sam Page for the money, adding that Pat Kelly, the head of the Municipal League noted that if the money could not be used by the municipalities, the money could not be used by the county. Mr. DeClue noted that Steve Mnuchin, US Secretary of Treasury, indicated that the funds could be used as payment for police or fire services and Sen. Josh Hawley's office would clarify how the money could be used and by whom. Mr. DeClue stated that the municipalities would like to see the money distributed to all municipalities.

There being no additional discussion or questions, Mayor Wilcox called for a vote which was approved unanimously.

R09-20 A RESOLUTION DECLARING THE WEEK OF MAY 17-23, 2020, AS NATIONAL EMERGENCY MEDICAL SERVICES (EMS) WEEK

Alderman Baugus moved approval of the reading of Resolution R09-20.
Alderman Lane seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue reported that Resolution R09-20 was meant to designate the Week of May 17-23, 2020, as the 46th annual National EMS Week. In 1974, President Gerald Ford authorized EMS (Emergency Medical Services) Week to celebrate EMS practitioners and the important work they do in our nation's communities. The National Association of Emergency Medical Technicians (NAEMT) partners with the American College of Emergency Physicians (ACEP) to lead annual EMS Week activities. Together, NAEMT and ACEP are working to ensure that the important contributions of EMS practitioners in safeguarding the health, safety and wellbeing of their communities are fully celebrated and recognized. Mr. DeClue noted that this Resolution is similar to the Resolution passed for Police and Dispatchers.

There being no additional discussion or questions, Mayor Wilcox called for a vote which was approved unanimously.

ORDINANCES FOR SECOND AND FINAL READING

B09-20 AN ORDINANCE AMENDING SCHEDULE I, TABLE I-A OF TITLE III OF THE MUNICIPAL CODE OF THE CITY OF GLENDALE, MISSOURI, REGARDING SPEED LIMITS ON SAPPINGTON ROAD AND KIRKHAM AVENUE

Alderman Schuster moved approval of the second reading of Ordinance B09-20.
Alderman Nauman seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue reported that as stated during the first Board meeting in May, this Ordinance would adjust the speed limit from 30 MPH to 25 MPH on both Kirkham Ave. and Sappington Road creating a more safe driving environment and continuity with Webster Groves related to the Kirkham Ave speed limit. Mr. DeClue stated that if the Ordinance was approved, signs would be up immediately.

Mayor Wilcox asked about the flashing lights on the stop signs.

Chief Beaton stated that a grant request has been made to fund the flashing lights which had been received in the past for other flashing lights installed in the city.

Mayor Wilcox asked if the city had speed limit signs available for installation.

Mr. Jones indicated that the Public Works Department had the required speed limit signs.

Alderman Nauman asked that the change be posted on social media prior to installation of new signs.

Mr. DeClue stated that would be done through a flyer reporting the change.

Mayor Wilcox asked if there were any additional questions or discussions and there were none.

There being no additional discussion or questions, Mayor Wilcox called for a vote which was approved by Alderman Lane, Alderman Nauman, Alderman Schuster and Alderman Schoemehl. Alderman Baugus and Alderman Roettger both voted nay.

Mr. DeClue read the ordinance by caption only.

Alderman Nauman moved approval of the final reading of Ordinance B09-20.
Alderman Schuster seconded the motion.

Mayor Wilcox asked for a report which was the same as previously reported.

Mayor Wilcox asked if there were any additional questions or discussions and there were none.

Mayor Wilcox called for a vote.

Ayes: Alderman Nauman, Alderman Lane, Alderman Schuster, Alderman Schoemehl

Nays: Alderman Roettger, Alderman Baugus

ORDINANCES FOR FIRST READING

B10-20 AN ORDINANCE AMENDING SECTION 125.060 OF THE MUNICIPAL
CODE OF THE CITY OF GLENDALE PERTAINING TO MUNICIPAL
JUDGE QUALIFICATIONS FOR OFFICE BY REPEALING SECTION
125.060 AND ENACTING A NEW SECTION 125.060 IN LIEU THEREOF

Alderman Lane moved approval of the first reading of Ordinance B10-20.
Alderman Baugus seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue stated that Glendale currently requires its municipal judge to live within the city limits as a condition of holding that office. This bill would repeal that residency requirement. This legislation was requested by the Mayor who has been informed by Judge Burnet that he is selling his home and moving out of town. Additionally, Judge Burnet will age beyond the statutory limit for holding a judgeship in Missouri next year, so a search for a new judge will be required in the near future. This will make it much easier to recruit and retain a well-qualified and experienced municipal court judge when that time comes.

Alderman Nauman asked if this was the only City position with a residency requirement.

Mr. DeClue stated that it was.

Alderman Roettger stated that it was a position appointed by the Mayor, and if the Mayor found a resident, that person could be appointed.

Mr. DeClue stated that was the case.

Alderman Schuster stated that this change was a good move noting that Webster Groves removed the rule for their City Attorney.

Mr. Hetlage stated that a Municipal Judge was a specialized position needing increased training for the job.

Mayor Wilcox asked if there were any additional questions or discussions and there were none.

Mr. DeClue read the ordinance by caption only.

There being no additional discussion or questions, Mayor Wilcox called for a vote which was unanimously approved.

The ordinance was tabled for the next meeting.

B11-20 AN ORDINANCE AMENDING SECTIONS 400.010 AND 400.500 OF THE MUNICIPAL CODE OF THE CITY OF GLENDALE, MISSOURI, TO ALLOW FOR PICKUP WINDOWS FOR RESTAURANTS IN C-3 ZONING DISTRICTS BY SPECIAL USE PERMIT.

Alderman Baugus moved approval of the first reading of Ordinance B11-20.
Alderman Schuster seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue reported that at the Plan Commission meeting held on Wednesday, May 13th, the Plan Commission recommended the adoption of language to amend Glendale's Zoning Code to permit pickup windows by special use permit in the C-3 Zoning District. The vote to approve was unanimous. It was noted that these kinds of pickup windows are becoming essential parts of many restaurant plans in the wake of the COVID-19 epidemic. Assuming the Board votes to give this bill a first reading on Monday, we will have a public hearing as well as the second and final reading on Monday, June 1st.

Alderman Nauman asked if a Special Use Permit process made sense in this case and asked for a more prescriptive list noting that as this reads, it seemed that the Board of Aldermen would allow a hollow agreement.

Mr. DeClue stated that a Special Use Permit would cover all and any requirements put forth by the Board of Aldermen and debated in advance adding that the Special Use Permit would allow more flexibility noting that there is no one lot that was the same in the C-3 district.

Mayor Wilcox asked about who sets the conditions.

Mr. DeClue stated that the Board of Aldermen sets all the conditions.

Mayor Wilcox stated that owners need to be told that vehicles cannot line up on Manchester Rd.

Mr. Hetlage stated that under the C-3 usage, before any business was approved, the application needed to go back the Plan Commission for review and approval. Mr. Hetlage also noted that regarding the conditions, each time there was a new permit issued, traffic conditions would need to be addressed. Mr. Hetlage added that the administrative staff would write up the conditions for the Special Use Permit which was the common process noting that any condition would be handled in that way and reviewed for approval.

Mr. DeClue stated that all violations of the permit would allow for intervention on the part of the City.

Mr. Hetlage stated that the staff gives recommendations to the Board of Aldermen, the Plan Commission determines conditions and the Board of Aldermen ultimately can accept or reject the conditions.

Alderman Nauman thanked Mr. Hetlage for defining the process.

Mayor Wilcox asked if there were any additional questions or discussions and there were none.

Mr. DeClue read the ordinance by caption only.

There being no additional discussion or questions, Mayor Wilcox called for a vote which was unanimously approved.

The ordinance was tabled for the next meeting.

B12-20 AN ORDINANCE AMENDING SECTION 500.010 OF THE MUNICIPAL CODE OF THE CITY OF GLENDALE PERTAINING TO ADOPTION OF COUNTY CODES BY REPEALING SECTION 500.010 AND ENACTING A NEW SECTION 500.010 IN LIEU THEREOF.

Alderman Lane moved approval of the first reading of Ordinance B12-20.

Alderman Schuster seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue stated that the City was recently contacted by Mr. Curt Juergens, the Municipal Contracts Manager for the St. Louis County Department of Public Works Code Enforcement Division. He notified us that as a community that contracts with St. Louis County for code enforcement services, we were required to update our various codes (building, electric, plumbing, etc.) to be in line with St. Louis County's codes, which had recently been updated. Due to COVID, however, implementation for the new codes was moved to July 01, 2020. The City had previously updated the codes in 2010 and as a result we are technically behind where

the County currently is and will be on July 01, 2020. This legislation is a slightly modified version of a sample/model ordinance provided by St. Louis County that should prevent us from needing to make these amendments in the future, as the current code will always be whatever code St. Louis County has adopted and implemented. Having our codes mirror one another is a requirement for contracting code enforcement services with St. Louis County.

Mayor Wilcox asked if there were any additional questions or discussions and there were none.

Mr. DeClue read the ordinance by caption only.

There being no additional discussion or questions, Mayor Wilcox called for a vote which was unanimously approved.

The ordinance was tabled for the next meeting.

WORKSHOP: CAPITAL BUDGET

The draft FY21-2025 Capital Improvement Program spreadsheet is included in your packets. The City's department heads will briefly review their upcoming items and any new items in the draft CIP with the Board on Monday night. It is anticipated that the final FY21-2025 CIP will be brought before the Board of Aldermen for approval at the first meeting of June.

Some highlights include a new police cruiser at a cost of \$28,750 and street improvements of \$487,000. Other major expenses for the Fund include \$45,000 and \$25,000 for a new Cardiac Monitor and Moisture Mitigation respectively for the Fire Department.

Chief Beaton reported that the department would be replacing a police vehicle which had been a regular budget item, and related to the construction project, there will be payments made for the repair of door hardware adding that there were no big items for the department this year.

Chief Beaton noted that next year the chunnel improvement project would commence which included improving the drainage at the rear of the building. Chief Beaton noted that there were flooding issues in the basement of the building affecting the IT area. Chief Beaton stated that the original repair cost of \$50,000 was included in the overall construction budget but due to budget restraints for that project, the chunnel project was pulled out. Mr. Jones noted that in addition to the erosion mitigation plan, a retaining wall would be built behind the building next to the neighbor's lot lines.

Alderman Schuster stated that the budget item was part of the building cost overrides adding that the mitigation plan was absolutely necessary.

Mr. DeClue stated that there had been much "sweat equity" from the departments and MDS which allowed the City of buy a year or two adding that the work needed to be done.

Mayor Wilcox asked if this project was one year out from 2021.

Mr. DeClue noted that the City may do gravel work and sod during the short-term, raise things up in the IT room which had already been in place.

Mr. DeClue reported for the Fire Department noting that the following items were needed: cardiac monitor replacements, hose roller, turnout gear, ballistic helmets, moisture mitigation at the fire house and fire truck payments. Mr. DeClue noted that there were certain areas in the firehouse where glue had failed causing carpet tiles to separate from the floor. Mr. DeClue stated that some architects indicated that there was a new glue available, better able to withstand the moisture seepage from the concrete floor allowing stability for the carpet. Mr. DeClue noted that JEMA was involved in the discussions adding that the cost would be up to \$25,000.

Alderman Nauman asked about Navigate's opinion.

Mr. DeClue stated that this was a known issue adding that there was the possibility of the glue failing. Mr. DeClue stated that the risk was taken, hoping that the glue would not fail adding that the concrete gave off more moisture than originally determined. Mr. DeClue added that there was no warranty claim on the product which was also known in advance.

Alderman Schuster stated that Mr. DeClue was correct adding that there were budget constraints at the time the decision was made.

Mr. DeClue stated that \$25,000 assumed the full mitigation.

Alderman Roettger asked what was happening at the fire house.

Mr. DeClue stated that the carpet squares were separating from the glue in the day room, conference room and bedrooms due to its failure against the moisture from the concrete. Mr. DeClue also stated that the staff was looking at other types of glues that would work better adding that the Police Department was experiencing similar problems less serious in nature.

Alderman Lane asked about the turnout gear.

Mr. DeClue noted that a new set is purchased each year to stagger the cost adding that in 2023, the full department would need to be outfitted.

Alderman Roettger asked if the Capital Improvement plan was at budget or was there a deficit this year.

Mr. Lawrence stated that the City was short approximately \$75,000 adding that there was time during the month of June to get a better sense of what the final budget would be.

Alderman Nauman asked about the Command vehicle change request.

Mr. DeClue stated that the vehicle was lightly used and in addition to the pickup truck, the two items would be moved to the next year.

Alderman Nauman noted that the overall nature of the command structure in the department will determine the outcome of the vehicles.

Mr. Jones reported that the Public Works Department budget indicated that 16 items were listed including a new Dump truck which had outlived its life, a Pick Up truck which also needed replacing following 15 years of use, upgrades for facilities and payments to Oakland for the Sappington Road project. Mr. Jones noted that the budget pushed the Austin street project, and the Essex and Edwin projects until next year or two for the Nova Chip and asphalt curbing projects.

Mr. Jones stated that the department had 2 dump trucks, one 2.5 ton and one 1.5 ton which were used for snow removal, asphalt repair, and street sweeping among other things. Mr. Jones stated that GMC no longer manufactured the truck, there were not parts available for the truck and the bed on the 1.5 ton was showing rust and wear. Mr. Jones stated that the pickup truck was used daily for light duty such as grass cutting and delivery uses, it was on its second transmission and was 14 years old.

Mr. Jones stated that there was a \$30,000 asphalt replacement project scheduled adding that it was never constructed properly in the beginning. Mr. Jones noted that with regard to the Oakland project, the budget item was covering concrete curbs, street and guttering which had already been completed.

Alderman Nauman asked if the two driveways used by the Boy Scouts would be included in the project adding that contact would be made with the scouts regarding cost sharing. Alderman Nauman noted that Boy Scout Troop 360 had been storing their trailer at the site and would like the current driveway expanded with the cost shared by the scouts. Alderman Nauman stated that the troop was fortunate to have a dedicated space and appreciated the use going back to 1995. Alderman Nauman noted that there were scout handprints at the site.

Alderman Schuster thank Alderman Nauman for the cost sharing.

Alderman Roettger asked if all the accounts include a deficit.

Mr. DeClue stated that there had always been a deficit, but the budget was always changing before approval.

Alderman Roettger asked if Prop P money could be used for Public Works. Mr. DeClue stated that only Fire and Police could make use of the money.

Mayor Wilcox thank Mr. Jones, Chief Beaton, Mr. Lawrence, and Mr. DeClue for their hard work.

DISCUSSION: CITY HALL RE-OPENING PLAN

Mr. DeClue stated that a City Hall Re-Opening Plan was included in the Board packet regarding the re-opening of Glendale City Hall to the public, effective June 01, 2020. The “re-opening” is

understandably limited and does not simply return to our previous manner and method of operation or availability of our resources/space. The memo details steps staff will take to ensure we re-open in the safest way possible. Mr. DeClue stated that the City could technically open again on May 18, 2020, the majority of other cities are holding off to give them time to prepare and to make sure we do not go back down into another lockdown quickly. Mr. DeClue stated that there would be a limitation of people allowed in the lobby adding that the office will be cleaned thoroughly, the public and the staff will be required to wear masks and the floors will be taped indicating safe limits.

Mr. DeClue reported that there would be a digital Architectural Review Board meeting in June, and if it did not work, the meeting style would be changed as necessary. The Board of Adjustment will also meet in June, but that meeting will be a person-person meeting with Zoom availability. Mr. DeClue stated that the BOA meetings will continue as Zoom webinars due to the nature of the meeting and the group gathering requirement.

Mayor Wilcox stated that changing the style was not realistic at this time until the 10-person rule had been lifted. Alderman Lane agreed with the Mayor to continue Zoom meetings.

Alderman Schuster also agreed noting that safety was important and to err on the side of caution through June.

Alderman Schoemehl stated that it was reasonable to target July for a meeting in the chambers.

Mayor Wilcox stated that the Board could discuss a July meeting later in June.

Mr. DeClue asked the Board if there was any concern about remaining closed on Fridays as long as the staff had limited workdays adding that the majority of Cities were not fully reopening but that one or two would try fully staffing their offices.

REPORTS

Ben DeClue

Mr. DeClue reported that a resident living on Brownell at Berry Road called to complain about the traffic flow related to the project, adding that discussion was ongoing between Mr. Jones and St. Louis County.

Mr. DeClue reported that the stormwater issue on Victoria which was discussed earlier was found to be on private property. Suggestions were given for mitigation, but discussions were ongoing.

Alderman Lane reported that the signage for traffic was posted high but was not being read by motorists, particularly service companies such as Spectrum or landscaping companies, etc. Alderman Lane noted that there was a cut through driveway at the end of Brownell where people were making their turns which was causing problems for the residents. Alderman Lane noted that St. Louis County was slow to react to problems, adding that the County needed to make sure that the residents and their property was respected.

Mr. Jones noted that the County reached out to the City about the need to work until 8:00 pm for the month noting that they needed to boar a water line for replacement.

Alderman Lane stated that the City needed more information about the overall project to ensure that the project was completed in December.

Mr. DeClue asked about the Board's thoughts about changing the 6:00 pm end time adding that G & S would be handling the work for MO American Water and St. Louis County.

Mr. Jones stated that it would run approximately 2 weeks.

Alderman Lane stated that letters needed to go out to all the residents or door to door placards defining the project and time changes.

Alderman Roettger was in favor of getting the project done but asked how 18 hours would keep them caught up and asked if there would be more requests.

It was noted that it was not dark at 8:00 pm so lights would not be needed, and the crew would probably be wrapping up their daily project before 8:00 pm.

Mayor Wilcox stated that he was concerned about the end date and annoying residents through the whole process.

Mr. DeClue noted that this was a major project with many parts and much work required.

Mr. Jones stated that information was requested about how far behind the project was already and how would the time extension help the County complete the project on time.

Mayor Wilcox stated that the City was so accommodating, and we treat people with respect adding that a line needed to be drawn for our resident's sake.

Alderman Lane commented that the County was making their problems Glendale's problems.

Alderman Nauman stated that the project was a topographical nightmare noting that the crew was hitting bed rock, needed to replace the culvert which could create other unforeseen circumstances. Alderman Nauman noted that it would be nice to know how far behind it was for a major project.

Alderman Lane asked if an end date was in the contract. Mr. DeClue noted he would check the contract.

Joanne Carr

Ms. Carr reported that the June 2 election would be held in the City Hall Auditorium and that the Board of Election determined that the Glendale Lutheran Church would not be needed for the

election. All precincts normally voting at Glendale Lutheran Church would be voting at Glendale City Hall.

Alderman Roettger

Alderman Roettger reported on Prop E regarding the management of the committee regarding clarification following feedback from neighbors adding that there had been calls to City Hall wanting to understand the numbers. It was noted that the City website had a full description listed under FAQ's. Alderman Roettger added that the election was June 2.

Alderman Roettger asked Chief Beaton about all the activity that had been happening at Glendale Chrysler.

Chief Beaton stated the Police Department had been handling their security noting that the incidents occurring at the location are similar to problems occurring at many auto dealerships. Chief Beaton noted that one car was stolen adding that the dealership has increased surveillance, adding that good measures were in place and the City was a good partner with Glendale Chrysler. Chief Beaton noted that the Police Department will continue working with Glendale Chrysler.

Alderman Baugus

None

Alderman Lane

None

Alderman Schoemehl

None

Alderman Nauman

None

Alderman Schuster

None

Jim Hetlage

None

Mayor Wilcox

Mayor Wilcox reported that he was invited to attend the Webster Groves food drive on May 9 by Mayor Gerry Welsch, and it was also attended by Mayor Ed Mahan, Rock Hill. Mayor Wilcox stated that the Mayor for Meals weekend was very successful.

Mayor Wilcox reported that the City of Glendale would be holding a food drive on Saturday, May 30 at City Hall on the North parking lot, beginning at 10:00 am and ending at 3:00 pm. Mayor Wilcox asked that all Aldermen attend at some time during the event if it was possible.

Mayor Wilcox noted that the Firefighters on duty would be on hand to help along with the Boy Scouts.

Chief Beaton stated that he would be in attendance and there would be Police Officers at the event as well.

Mayor Wilcox asked that everyone wear their new Glendale shirts adding that the event would be very enjoyable.

EXECUTIVE SESSION

Mr. DeClue asked that the Executive Session be cancelled due to lack of need, which the Board of Aldermen approved unanimously.

ADJOURNMENT

Alderman Baugus moved to adjourn the meeting, seconded by Alderman Schuster. The motion was unanimously approved.

These minutes are approved as amended/submitted this 1st of June 2020.

Joanne Carr
Deputy City Clerk