



BOARD OF ALDERMEN

Meeting Agenda

SEPTEMBER 28, 2020

7:00 PM 1 GOVERNMENT CTR. BALLWIN, MO 63011

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of Minutes**
 - a. September 14, 2020 Board of Aldermen Meeting Minutes
 - b. September 14, 2020 Board of Aldermen Closed Meeting Minutes
- 5. Citizen Comments**
- 6. Old Business (Next Ordinance #20-19)**
 - a. Bill 4067 – Cell Tower
- 7. Legislation**
 - a. Bill 4072 – Park Hours
- 8. Consent Items**
 - a. Parks – Ferris Park
 - b. Public Works – Leaf Collection Labor
- 9. Mayor’s Report**
- 10. City Administrator’s Report**
- 11. Staff Reports**
 - a. Administration – Revenues/Capital Improvements – 2021 Budget
 - b. Public Works – Leaf Collection
- 12. City Attorney’s Report**
- 13. Aldermanic Comments**
- 14. Closed Session** – Pursuant to Section 610.022 RSMo, the Board of Aldermen will vote to close the public meeting and move to closed session to discuss real estate matters under Section 610.021(2).
- 15. Adjourn**

NOTE: Due to ongoing City business, all meeting agendas should be considered tentative. Additional issues may be introduced during the course of the meeting.

CLOSED SESSION: Pursuant to Section 610.022 RSMo., The Board of Aldermen could, at any time during the meeting, vote to close the public meeting and move to closed session to discuss matters relating to litigation, legal actions, and/or communications from the City Attorney, as provided under Section 610.021(1) RSMo., and/or personnel matters under Section 610.021(13) RSMo., and/or employee matters under Section 610.021(3) RSMo., and/or real estate matters under Section 610.021 (2) or other matters as permitted by Chapter 610.



BOARD OF ALDERMEN

Meeting Briefs

SEPTEMBER 28, 2020

7:00 PM 1 GOVERNMENT CTR. BALLWIN, MO 63011

This meeting of the Ballwin Board of Aldermen will be conducted live in accordance with the assembly guidelines limiting attendance to 25% of room capacity. The meeting room has been set up to insure social distancing. To ensure compliance, staff and/or members of the general public may be required to wait in the lobby and adjacent spaces.

MINUTES Enclosed, please find the minutes from the September 14, 2020 Board of Aldermen Meeting and the Closed Meeting Minutes from the September 14, 2020 Board of Aldermen Meeting.

OLD BUSINESS

Bill 4067 - AN ORDINANCE GRANTING A SPECIAL USE EXCEPTION TO NETWORK REAL ESTATE ON BEHALF OF AT&T MOBILITY FOR A COMMUNICATIONS TOWER AT 15407 CLAYTON ROAD.

LEGISLATION

Bill 4072 – AN ORDINANCE AMENDING CHAPTER 18, SECTION 18-1 OF THE CODE OF ORDINANCES OF THE CITY OF BALLWIN WITH RESPECT TO PARK HOURS.

The hours of operation for Ballwin's parks have not been amended since 1973; this amendment will reflect additions to the parks system and regular hours of usage.

CONSENT ITEMS

PARKS – Ferris Park

Staff recommends awarding the construction contract for Phase 2 of the Ferris Park development to low bidder Ideal Landscaping for \$522,979.

PUBLIC WORKS – Leaf Collection Labor

Staff recommends awarding the contract to Labor Finders for the unit price of \$17.35 per hour.



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MAYOR'S REPORT

CITY ADMINISTRATOR'S REPORT

STAFF REPORTS

ADMINISTRATION – Revenues/Capital Improvements

Projections for revenues and capital improvements for the 2021 budget will be presented.

PUBLIC WORKS – Contractual Leaf Collection

Staff is recommending awarding the unit price contract to West County Landscaping, not to exceed \$45,000.

CITY ATTORNEY'S REPORT

ALDERMANIC COMMENTS

CLOSED SESSION



DRAFT MINUTES
BOARD OF ALDERMEN
Meeting Minutes

SEPTEMBER 14, 2020

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

MINUTES

The Minutes from the August 24, 2020, 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 August 24, 2020 Board of Aldermen meeting. A voice vote was taken with a unanimous affirmative result and the motion passed.

The minutes from the August 24, 2020, Board of Aldermen closed meeting were submitted for approval. A motion was made by Alderman Fleming and seconded by Alderman Bullington to approve the minutes from the August 24, 2020 Board of Aldermen closed meeting. A voice vote was taken with a unanimous affirmative result and the motion passed.



DRAFT MINUTES
BOARD OF ALDERMEN
Meeting Minutes

SEPTEMBER 14, 2020

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Before the presentation, Mayor Pogue announced that, regarding Bill 4067, the petitioner has asked for a continuance so the Board would not be taking any action at this meeting. If anyone had completed comment cards, they were welcome to speak at this meeting or wait as the matter will be taken up at the September 28, 2020 Board Meeting.

PRESENTATION

Todd Fagan and Allen Meyer from Spire were attending the meeting to present their Silver Shovel award to Public Works Director Jim Link. Mr. Fagan spoke of safety being a core value at Spire and they like to recognize municipalities who meet their standards regarding safety during excavation work and Ballwin has had no damaging incidents. This award has been given to only five cities.

CITIZEN COMMENTS

None

LEGISLATION

Bill 4067 - AN ORDINANCE GRANTING A SPECIAL USE EXCEPTION TO NETWORK REAL ESTATE ON BEHALF OF AT&T MOBILITY FOR A COMMUNICATIONS TOWER AT 15407 CLAYTON ROAD.

In discussion of Bill 4067:

As previously noted, per the petitioner's request for continuance, this Bill is tabled until the September 28, 2020 Board meeting.

CONSENT ITEMS

PARKS – Utility Vehicle

Staff recommends declaring a Chevrolet Cargo Van as surplus. The vehicle was purchased in 2007 for \$12,882 and was replaced this summer.

Discussion:

None

A motion was made by Alderman Roach and seconded by Alderman Utt to accept the staff recommendation. A voice vote was taken with unanimous affirmative result and the motion passed.



DRAFT MINUTES
BOARD OF ALDERMEN
Meeting Minutes

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MAYOR'S REPORT

Mayor Pogue stated that it appears St. Louis County has agreed to distribute approximately \$47 million in funds under the CARES (Coronavirus Aid, Relief and Economic Security) Act on a per capita basis to municipalities for eligible expenses relating to Covid. A resolution of support has been drafted and will be sent to St. Louis County if the Board adopts it. Alderman Roach asked if the City Attorney has reviewed the resolution and also voiced a concern regarding item three. City Attorney Jones responded that he had reviewed and then discussed the concern. City Administrator Sterman shared guidelines on how funds should be used and that the City will fall within those guidelines.

A motion was made by Alderman Stallman and seconded by Alderman Bullington to adopt the resolution. A voice vote was taken with unanimous affirmative result and the motion passed.

CITY ADMINISTRATOR'S REPORT

City Administrator Sterman stated there would be a Finance and Administration Committee meeting prior to the September 28, 2020 Board meeting at 6:00 p.m. This meeting would be to discuss the funding options for the proposed police facility.

Mayor Pogue noted that, due to the delay in elections earlier this year, changes had not been made to committee designations and they would remain the same. He asked Alderman Roach if he would serve on the Planning and Zoning Commission again and Alderman Roach agreed.

STAFF REPORTS

ADMINISTRATION – Employee Compensation

Finance Officer Denise Keller presented the employee compensation portion of the budget. A 3% merit increase is recommended in 2021; the police department will receive a 3% step increase as required per their collective bargaining agreement. The expected cost for merit increases would be just under \$270,000 which includes FICA and LAGERS. Employees who are topped out will receive a one-time merit check; this totals \$12,528. The updated salary survey of 10 peer cities was included for the Board's review. This will be year three of the five-year statutory increase of the minimum wage, which will go up to \$10.30/hour. Parks has proposed a step plan for part-time employees to address compression issues. The adjustment for compression is about 2% making the overall average increase approximately 5%. The contribution rate increase for LAGERS will be .9% for general staff and .4% for Police. We are budgeting 5% for health insurance (typical increases have been 4%); 2% is being budgeted for dental insurance. Both health and dental insurance plans renew mid-year. We are currently in a three-year rate lock for life insurance.



DRAFT MINUTES
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There was a discussion regarding the City's early retirement plan. Ms. Keller stated that, thus far, the plan has paid for itself, but it appears that in 2021, it will barely break even and 2022 appears to be an expense. It is recommended the early retirement age be modified from age 60 to 62. If the Board agrees, a resolution would be prepared. Alderman Roach asked if implementing this in the next several months would have an effect on those already wanting to retire. Ms. Keller stated the start date of the modified plan can be adjusted, for instance, making the start date in one year. Mayor Pogue asked Ms. Keller to get feedback from those who would be affected to see if this would change their plans as we would want to give them notice of any changes. Alderman Roach asked if we need to adjust the city salary survey. City Administrator Sterman stated we want to continually look at this.

PARKS – Amending Park Hours

Staff is recommending amending Ordinance 18-1 to change City parks hours.

Discussion:

Parks Director Chris Conway stated that, at the request of the police department, a review was conducted of park hours. It was realized hours were missing for two parks and others did not align with what is posted. Parks being added are Ferris and the pavilion/playground at the Pointe. Vlasis and Holloway tennis courts would close at 11 p.m. and New Ballwin and Ferris parks would close at 9 p.m.

A motion was made by Alderman Roach and seconded by Alderman Utt to have the City Attorney draft legislation with these changes. A voice vote was taken with unanimous affirmative result and the motion passed.

CITY ATTORNEY'S REPORT

Nothing to report

ALDERMANIC COMMENTS

Alderman Stallmann commended the Parks staff on handling the crowds at the North Pointe and Pointe. He and his son had visited both facilities and noted that staff did an excellent job with crowd control and keeping everyone safe.

Alderman Roach congratulated Public Works Director Jim Link and his staff for receiving the Silver Shovel award from Spire. He asked that the Board's appreciation is passed along to staff.



DRAFT MINUTES
BOARD OF ALDERMEN
Meeting Minutes

SEPTEMBER 14, 2020

7:00 PM 1 GOVERNMENT CTR. BALLWIN, MO 63011

CLOSED SESSION

A motion was made by Alderman Bullington and seconded by Alderman Stallmann to move to closed session pursuant to Section 610.021(2), real estate matters. A roll call vote was taken to move into closed session at 7:34 p.m.

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

Nays - None

OPEN SESSION

A motion was made by Alderman Fleming and seconded by Alderman Leahy to reconvene. The motion was passed by unanimous affirmative vote.

A motion was made by Alderman Fleming and seconded by Alderman Finley to adjourn. The motion was passed by unanimous affirmative voice vote and the meeting adjourned at 8:05 p.m.

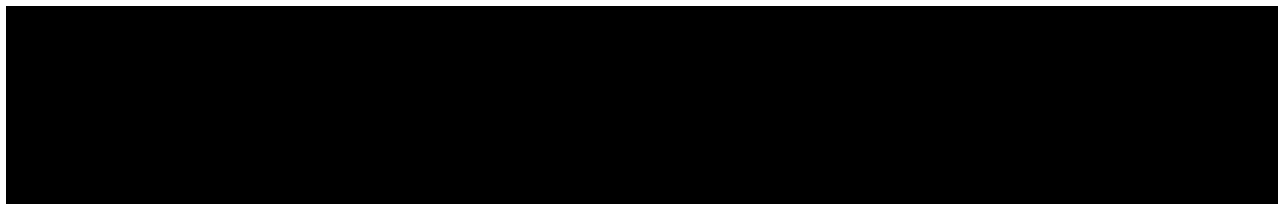
TIM POGUE, MAYOR

ATTEST:

POLLY MOORE, CITY CLERK

MINUTES OF THE CLOSED SESSION – SEPTEMBER 14, 2020
BALLWIN BOARD OF ALDERMEN

The Ballwin Board of Aldermen convened in closed session on September 14, 2020 at 7:37 PM at 1 Government Center. Present were Mayor Pogue, Aldermen Finley, Fleming, Stallmann, Utt, Bullington, Leahy, Roach and Kerlagon, City Administrator Eric Sterman and City Attorney Robert E. Jones.



A motion was made by Alderman Fleming to adjourn the closed session. The motion was seconded by Alderman Stallmann.

The following vote was recorded:

Alderman Stallmann	aye
Alderman Fleming	aye
Alderman Finley	aye
Alderman Roach	aye
Alderman Bullington	aye
Alderman Utt	aye
Alderman Leahy	aye
Alderman Kerlagon	aye

The closed session adjourned at 8:04 PM.

/s/ Robert E. Jones

Robert E. Jones
Acting Secretary



Bill No. 4067

Ordinance No. _____

INTRODUCED BY

ALDERMEN UTT, FINLEY, STALLMANN, ROACH, FLEMING, LEAHY, KERLAGON, BULLINGTON

AN ORDINANCE GRANTING A SPECIAL USE EXCEPTION TO NETWORK REAL ESTATE ON BEHALF OF AT&T MOBILITY FOR A COMMUNICATIONS TOWER AT 15407 CLAYTON ROAD.

WHEREAS, Network Real Estate on behalf of AT&T Mobility submitted a Petition for a special use exception to erect a communications tower at 15407 Clayton Road in the City of Ballwin; and

WHEREAS, a public hearing was duly noticed and held before the Planning & Zoning Commission on July 6, 2020; and

WHEREAS, the Planning & Zoning Commission recommended approval of the Petition submitted by Network Mobility on behalf of AT&T Mobility; and

WHEREAS, the Board of Aldermen has determined that the special use exception, under certain conditions, would not substantially increase traffic hazards or congestion; would not adversely affect the character of the neighborhood; would not adversely affect the general welfare of the community; would not over-tax public utilities; would not adversely affect public safety and health; is consistent with good planning practice; can be operated in a manner that is not detrimental to the permitted developments and uses in the District; and can be developed and operated in a manner that is visually compatible with the permitted uses in the surrounding area; and

WHEREAS, in determining the location for the proposed structure, and in keeping with RSMO. Section 67.5094 with regard to new wireless infrastructure deployment, AT&T Mobility conducted an analysis of available collocation opportunities on existing wireless towers inside their search areas but did not find any suitable opportunities to meet their needs.

WHEREAS, all applicable matters in Appendix A, "The Zoning Ordinance," have been adequately provided for:

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF BALLWIN, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. A special use exception, subject to the conditions hereinafter specifically set forth in the addendum attached hereto and incorporated herewith as Exhibit One, is hereby granted to Network Real Estate on behalf of AT&T Mobility to use the premises in the City of Ballwin, Missouri known as 15407 Clayton Road for erection of a communications tower.

Section 2. The special use exception hereby issued, and referred to in Section 1, is issued to the named permittee only and shall not be assigned or transferred, without the permission of the Board of Aldermen of the City of Ballwin.

Section 3. The special use exception hereby issued and referred to in Section 1, shall be



Bill No. 4067

valid only if the conditions set forth in the Addendum, attached hereto as Exhibit 1 made a part hereof , are observed by permittee.

Section 4. This Ordinance shall take effect and be in full force from and after its passage and approval.

PASSED this ____ day of _____, 2020.

TIM POGUE, MAYOR

APPROVED this ____ day of _____, 2020.

TIM POGUE, MAYOR

ATTEST: _____
ERIC STERMAN, CITY ADMINISTRATOR

ORDINANCE NO. _____**EXHIBIT ONE**

The permittee granted a Special Use Exception per the ordinance hereby appended to, their assignees and successors, as authorized and approved by the Board of Aldermen of the City of Ballwin, agree to abide by the following provisions, the provisions of all ordinances of the City of Ballwin, and all applicable laws of St. Louis County, the State of Missouri and of the United States of America and to require all licensees, franchisees, and lessees to similarly abide by said ordinances, laws and provisions, as appropriate to such special use exception. In addition, the following provisions, as appropriate, shall apply:

1. There is no outdoor storage, display or sale of any merchandise, equipment, vehicle, supplies or product except as may be provided and limited by this Special Use Exception or ordinance of the City of Ballwin.

2. There is no servicing, repair, cleaning, maintenance or other work on any merchandise, equipment, vehicle, materials, supplies, or product except as may be provided and limited by this Special Use Exception or ordinance of the City of Ballwin, except within a fully enclosed building which shall not include carports, porte-cocheres, accessory structures or temporary coverings and/or enclosures such as tents, tarpaulins, flies, or other similar structures.

3. Any violation of the laws, statutes, ordinances, codes, policies and regulations of the City of Ballwin, St. Louis County, the State of Missouri, or the United States of America by the permittee, its agents, servants or employees shall be cause for the revocation of the Special Use Exception hereby granted.

4. That the site, premises and/or land use described by the permittee in the application and subsequently approved by this ordinance is developed and operated in accordance with the final approved development plan and the provisions of this ordinance, and any failure to do so shall be cause for the revocation of the Special Use Exception hereby granted.

5. All new utility and other service laterals and connections on the site and/or premises, and all connections to site improvements and fixtures installed outside of a fully enclosed building shall be installed underground.

6. All sign illumination and other lighting is selected and arranged so as not to cast light upon, and/or be a nuisance, to any right-of-way or any other property.

7. The permittee and their approved assignees or successors, if any, shall install plantings native to the State of Missouri, subject to review and approval by City staff and shall preserve, maintain and care for all plantings, and landscaped and planted areas on the site and/or premises, in accordance with the landscape and site plans of this ordinance. Such maintenance, preservation and care shall include all planted and landscaped rights-of-way adjacent to the site and/or premises addressed and approved by the Special Use Exception hereby granted.

8. Trash and debris shall not be allowed to accumulate and the site/premises shall at all times be kept clean and free of all refuse, debris, leakage and recyclable material accumulation.

9. Unless otherwise provided by this Special Use Exception or other ordinances of the City of Ballwin, no vehicles, equipment or property may be parked or stored on the premises for which



this permit is issued except non-commercial vehicles as defined by the Ballwin Ordinances and one fully operational and licensed delivery/service vehicle per business or tenant or use operated on the premises.

10. No changes or departures from the approved final development plan may be made without the approval of the Board of Aldermen in accordance with the provisions of Article XIV, Section 3, of the Ballwin Zoning Ordinance.

11. This Special Use Exception shall terminate three months following the non-renewal of the business license for the business associated with the location for which the Exception is granted.

12. The final site development plan shall comply with all recommendations of the Petition Review Report for Petition No. SUE 20-04.

13. The Simtek wall shall be constructed to a height of 8 feet, and any equipment buildings will be lower than the 8 foot height of the wall.



Bill No. 4072

Ordinance No. _____

INTRODUCED BY

ALDERMEN UTT, FINLEY, STALLMANN, ROACH, FLEMING, LEAHY, KERLAGON, BULLINGTON

AN ORDINANCE AMENDING CHAPTER 18, SECTION 18-1 OF THE CODE OF ORDINANCES OF THE CITY OF BALLWIN WITH RESPECT TO PARK HOURS.

WHEREAS, the hours of operation for Ballwin's parks have not been amended since 1973 and a new table must be adopted to reflect additions to the parks system and regular hours of usage.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF BALLWIN, MISSOURI, AS FOLLOWS:

Section 1. Chapter 18, Section 18-1 is hereby amended by deleting the table therein and inserting in its place the following:

George Vlasits Park	6:00 a.m. – 11:00 p.m.
New Ballwin Park	6:00 a.m. – 9:00 p.m.
Holloway Park	6:00 a.m. – 11:00 p.m.
Golf Course	6:00 a.m. – Dusk
Ferris Park	6:00 a.m. – 9:00 p.m.
Greenfield Commons/The Pointe at Ballwin Commons (Playground and Pavilion)	6:00 a.m. – 11:00 p.m.

Section 2. This Ordinance shall take effect and be in full force from and after its passage and approval.

PASSED this ____ day of _____, 2020.

TIM POGUE, MAYOR

APPROVED this ____ day of _____, 2020.

TIM POGUE, MAYOR

ATTEST: _____
ERIC STERMAN, CITY ADMINISTRATOR



Consent Item

RE: Ferris Park Phase 2 Construction Bid Award

Department/Program: Parks and Recreation

Recommendation: Award construction contract to low bidder Ideal Landscaping for \$522,979

Explanation: \$750,000 was budgeted for Ferris Park development in 2020. Bids were advertised in the following plan rooms: County Blue, McGraw Hill Dodge, and MOKAN. A total of eight bids were received and read aloud on September 22 at 11:00 am at The Pointe. Ideal Landscaping's bid came in as the lowest and best bid.

Additionally, Ideal Landscaping completed phase 1 of Ferris Park redevelopment in 2014. Staff highly recommends awarding the bid to Ideal.

It should be noted there will be extra costs associated with the project not to exceed the original budgeted amount of \$750,000.

Submitted By: Chris Conway

Date: September 23, 2020



Consent Item

RE: Temporary Labor

Department/Program: Public Works/Leaf Collection

Recommendation: To award the contract to Labor Finders for the unit price of \$17.35 per hour. In the event that Labor Finders cannot supply all eight people, we also recommend using the next lowest bidder to ensure we have enough laborers for leaf collection.

Explanation: The City of Ballwin solicited proposals for temporary laborers for a six (6) week period beginning November 2, 2020. The City received three proposals. The results are on file in the Public Works Department. The laborers will be required to work outdoors in a dusty environment and all types of weather including rain and severe heat and cold. The work consists of raking leaves that were placed at the curb by homeowners to be picked up by the City's vacuum. Each laborer will be required to work 7:00 am to 3:30 pm, Monday through Friday, with a 30 minute, non-paid, lunch break.

	Hourly Rate		Budget
People Ready	\$19.99		
Westside Personnel	\$17.40		
Labor Finders	\$17.35		\$32,640.00

Submitted By: Jim Link, Director of Public Works

Date: 9/21/2020



Staff Report

Subject: Leaf Collection-Contractual

Department/Program: Public Works / Leaf Collection

Recommendation: We recommend awarding the unit price contract to West County Landscaping, not to exceed \$45,000.

	TOTAL BID
<i>West County Landscaping</i>	<i>\$43,968.00</i>
<i>TRC Outdoor</i>	No Bid
BUDGET	\$34,500.00

Explanation: We advertised for bids and received one bid. Since this is a new approach to leaf collection, we estimated 300 cubic yards of leaves to be collected in Meadowbrook Country Club from prior year's data and around 1100 cubic yards from the Claymont subdivision.

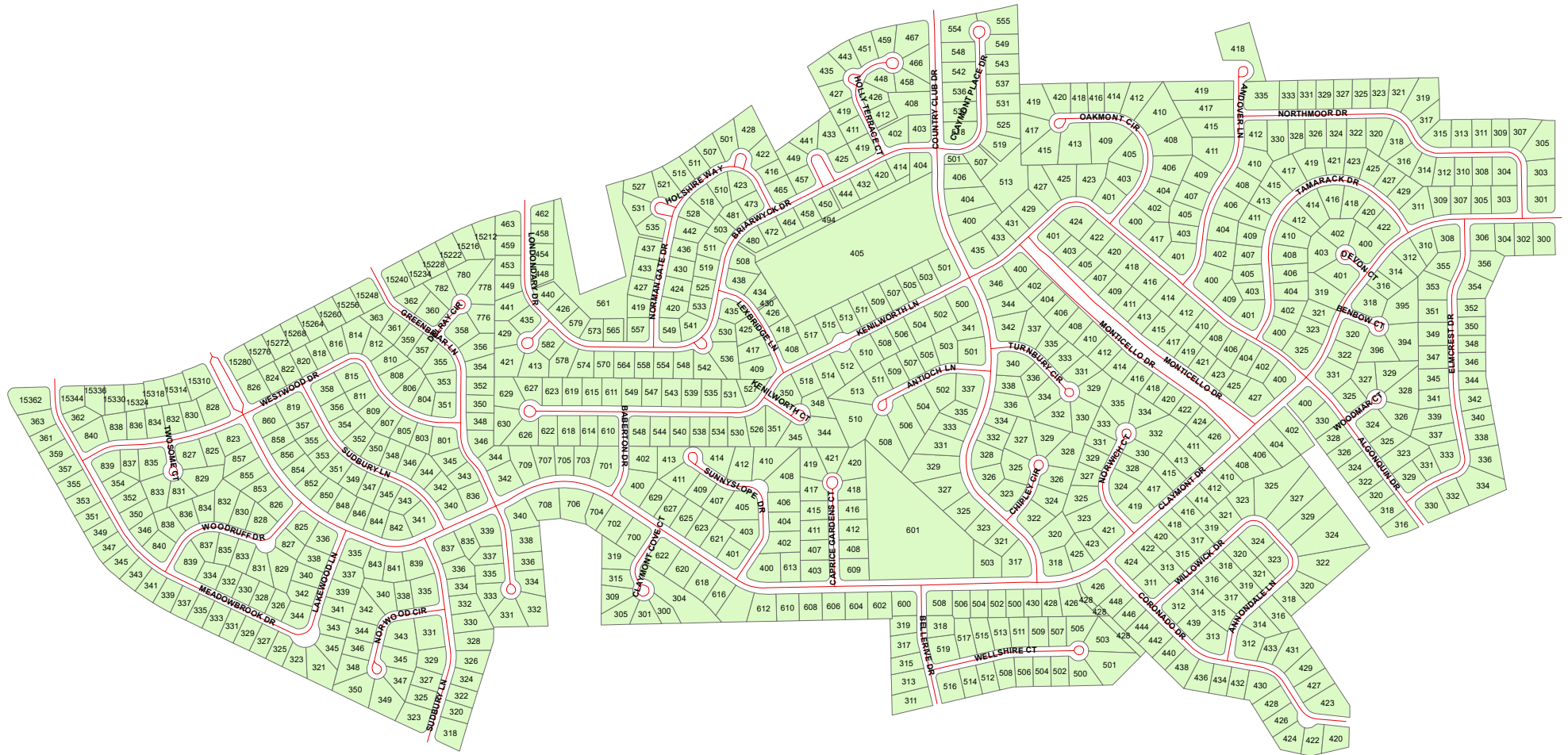
The contractor will collect leaves in Meadowbrook Country Club and Claymont subdivision and deliver them to the Public Works yard for disposal. The contract is for a weekly pickup for six weeks from November 2, 2020 to December 11, 2020.

We would like to also make you aware that, although we are going over budget in this account, we will be saving money from leaving three positions vacant for a few more months.

Submitted By: JIM LINK, DIRECTOR OF PUBLIC WORKS

Date: 9/21/2020

Claymont Subdivision



Claymont_Streets

FULL_NAME

ALGONQUIN DR	BRIARWYCK DR	DEVON CT	LONDONDARY DR	SUNNYSLOPE DR
ANDOVER LN	CAPRICE GARDENS CT	ELMCREST DR	MEADOWBROOK DR	TAMARACK DR
ANNONDALE LN	CHIPLEY CIR	GREENBRIAR LN	MONTICELLO DR	TURNBURY CIR
ANTIOCH LN	CLAYMONT COVE CT	HOLLY TERRACE CT	NORMAN GATE DR	TWOSOME CT
BABERTON DR	CLAYMONT DR	HOLSHIRE WAY	NORTHMOOR DR	WELLSHIRE CT
BELLERIVE DR	CLAYMONT PLACE DR	KENILWORTH CT	NORWICH CT	WESTWOOD DR
BENBOW CT	CORONADO DR	KENILWORTH LN	NORWOOD CIR	WILLOWICK DR
	COUNTRY CLUB DR	LAKESIDE LN	OAKMONT CIR	WOODMAR CT
	DELRAY CIR	LEXBRIDGE LN	SUDBURY LN	WOODRUFF DR

Meadow Brook Country Club

