



BOARD OF ALDERMEN

Meeting Agenda

APRIL 22, 2019

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. April 8, 2019 Board of Aldermen Meeting Minutes
 - b. April 8, 2019 Board of Aldermen Closed Meeting Minutes
 - c. April 15, 2019 Public Works Committee Meeting Minutes
- 5. Adjournment Sine Die**
- 6. Presentation**
 - a. Swearing in of Elected Officials
- 7. Call to Order**
- 8. Roll Call**
- 9. Citizen Comments**
- 10. Legislation (Next Ordinance #19-12)**
- 11. Consent Items:**
 - a. Parks: John Hoffman, Golf Course Sprayer
 - b. Public Works: Jim Link, Slabs/Sidewalks
- 12. Mayor's Report**
 - a. Future Meetings
 - b. Parking Lot/Restroom Additions
- 13. City Administrator's Report**
 - a. Infrastructure Reserve Fund
- 14. Staff Reports**
 - a. Administration: Andy Hixson, Annexation Update
 - b. Parks: John Hoffman, New Parks Director
 - c. Parks: John Hoffman, Parks Master Plan
 - d. Police: Officer Steve Morrison, Parking Concerns 15480 Clayton Rd.
 - e. Public Works: Jim Link, Leaf Collection Bids
- 15. City Attorney's Report**
- 16. Aldermanic Comments**
- 17. Closed Session**
- 18. Information Only**
- 19. 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

APRIL 22, 2019

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If you have any questions or concerns about any item on the agenda, please contact me prior to the meeting. If you cannot attend this meeting, please contact Mayor Pogue or me as soon as possible so we can plan accordingly.

City Administrator Bob Kuntz

MINUTES Enclosed, please find the minutes from the April 8, 2019 Board of Aldermen Meeting, the Closed Meeting Minutes from the April 8, 2019 Board of Aldermen Meeting and the minutes from the April 15, 2019 Public Works Committee Meeting for your review and approval.

PRESENTATION

Swearing in of Elected Officials

CONSENT ITEMS

PARKS: JOHN HOFFMAN, GOLF COURSE SPRAYER

Three bids were received to replace the current sprayer system at the Golf course. The low bid is from Turfwerks.

PUBLIC WORKS: JIM LINK, SLABS/SIDEWALKS

Four bids were received for street slab, curb and gutter and sidewalk replacement and upgrading of curb ramps to current ADA standards. The low bid is from M&H Concrete Contractors.

MAYOR'S REPORT

Future Meetings: Since the second board meeting in May falls on the Memorial Day holiday, I would like to propose that this meeting be cancelled. In accordance with past practice, I would also like to discuss a summer meeting schedule.

Parking Lot/Restroom Additions: I would like to discuss the potential expansion of the Government Center parking to the west with the potential construction of an additional restroom near the tennis courts and playground.



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CITY ADMINISTRATOR'S REPORT

Infrastructure Reserve Fund: This legislation was established by ordinance in 2014 to provide the financial mechanism for capital projects such as construction of this government center. The policy was extended, by motion, in 2018. It is proposed that similar legislation be readopted to address future public purposes as determined by the board. Direction, by motion, is requested.

STAFF REPORTS

ADMINISTRATION: ANDY HIXSON

Annexation update

PARKS: JOHN HOFFMAN

Introduction of the new Park Department Director, Chris Conway.

Parks Master Plan

POLICE: OFFICER STEVE MORRISON, PARKING CONCERNS 15480 CLAYTON RD

A brief history of the parking issues in this area and recommendation of signage changes to alleviate these issues.

PUBLIC WORKS: JIM LINK, LEAF COLLECTION BIDS

Recommendation to solicit formal bids for a leaf collection pilot program project in Meadowbrook Country Club.



DRAFT MINUTES
BOARD OF ALDERMEN
Meeting Minutes

APRIL 8, 2019

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 Tim Pogue at 7:00 p.m.

ROLL CALL

Present

Mayor Tim Pogue
Alderman James Terbrock
Alderman Michael Finley
Alderman Kevin M. Roach
Alderman Mark Stallmann
Alderman Frank Fleming
Alderman Jim Leahy
Alderman Ross Bullington
Alderman Raymond Kerlagon
City Administrator Bob Kuntz
City Attorney Robert Jones

Absent

The Pledge of Allegiance was recited.

MINUTES

The Minutes from the March 25, 2019, Board of Aldermen meeting were submitted for approval. ***A motion was made*** by Alderman Finley and seconded by Alderman Roach to approve the minutes from the March 25, 2019 Board of Aldermen meeting as amended. A voice vote was taken with a unanimous affirmative result and the motion passed.



DRAFT MINUTES
BOARD OF ALDERMEN
Meeting Minutes

APRIL 8, 2019

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PUBLIC COMMENTS_____

NEW BUSINESS_____

CONSENT ITEMS_____

Administration: Haley Morrison, Delta Dental

There being no comments, a motion was made by Alderman Fleming and seconded by Alderman Leahy to accept the staff recommendation.

MAYOR'S REPORT_____

Mayor Pogue thanked everyone for a successful grand opening of our new government center building.

CITY ADMINISTRATOR'S REPORT_____

City Administrator Kuntz announced the Board has authorized an assessment by Urban Land Institute to be conducted for the property at 14811 Manchester Rd. This will be on May 8, 2019, beginning at 8 a.m. and will be led by Natasha Doss. Ms. Doss is a real estate attorney. The purpose of this assessment is to determine the best possible use of the building. All are welcome to attend and provide input/suggestions.

Mr. Kuntz referred to the memo in the meeting packet outlining three specific traffic concerns. The left turn restriction from Ramsey onto Manchester was discussed. Alderman Terbrock stated if a restriction was decided on, we should do something similar to Steamboat. Mayor Pogue concurred some type of restriction would be appropriate. Chief Scott stated there is no significant crash data and does not feel a full prohibition of left turn is warranted. Alderman Terbrock made a motion to have the City Attorney draft an ordinance to prohibit a left turn from Ramsey onto Manchester from 7 a.m. to 7 p.m., Monday through Friday. Alderman Roach seconded the motion. A voice vote was taken with a unanimous affirmative result and the motion passed.

Mr. Kuntz stated there was one request to make the stop sign on Ramsey at Ballwin Commons permanent. He stated it may be appropriate for a traffic engineering review of stop signs. Alderman Terbrock stated this stop sign has definitely changed how people drive through the area; the permanent stop would also be beneficial because of the crosswalk there. Mayor Pogue asked when the last survey of the area was done; Chief Scott will check to see when that happened and the results. Mayor Pogue would also like to see a new survey in the next two weeks. The Chief stated we could do a speed survey, but an engineering study would provide better results. Mr. Kuntz stated that an RFP should be done for the entire city to be surveyed so the Board could consider all proposals. Alderman Roach made a motion for the City Administrator to draft an RFP for a professional traffic



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engineering study. The motion was seconded by Alderman Stallman. A voice vote was taken and the motion passed with one objection made by Alderman Fleming.

Alderman Fleming asked to review the area around Claymont School as there are many concerns with traffic in that area.

Mr. Kuntz stated the study for Clayton Ridge, near the Wolf Café, has not yet been completed and will be discussed at a future meeting.

STAFF REPORTS

Public Works: Jim Link, Three Quarter Ton Truck

Mr. Link recommended we purchase a 2500 Series Dodge Ram truck from Royal Gate for \$52,369. Mr. Kuntz stated all options had been reviewed and this is the best option for Public Works.

A motion was made by Alderman Roach and seconded by Alderman Terbrock to approve the staff recommendation.

A voice vote was taken with unanimous affirmative result and the motion passed.

Administration: Andy Hixson, Asbestos Removal

Mr. Hixson stated only two bids were received for the asbestos removal at 15569 Clayton Rd. He also stated, with the Board's approval this evening, the company being awarded the bid could be notified immediately. Alderman Leahy asked the location of the house; it was noted this house is at the corner of Clayton and Mayfair.

A motion was made by Alderman Stallman and seconded by Alderman Roach to award the bid to Knock Out Demolition.

A voice vote was taken with unanimous affirmative result and the motion passed.

CITY ATTORNEY'S REPORT

City Attorney Jones stated the Winchester Board of Aldermen are considering the contracts for Police Services and Court Services to move forward with both contracts. Winchester was required by St. Louis County to purchase a police vehicle and they asked if Ballwin would be willing to include that vehicle in the contract. Chief Scott stated the vehicle is not needed; Mr. Kuntz recommended they dispose of the vehicle. Winchester's municipal



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judge asked if we would consider keeping him/her as a provisional judge. Mayor Pogue stated, since we have a judge and provisional judge already, he would prefer not to add another provisional judge.

Mr. Jones will provide a follow up report at the next Board meeting.

ALDERMANIC COMMENTS

Alderman Terbrock shared that this is his final full Board meeting after 14 years. He expressed his thanks to everyone and “it’s been a wonderful ride”.

It was noted that the “Information Only” item from Chief Scott is for clarification purposes only.

CLOSED SESSION

The Board moved to go into closed session for one or more of the reasons as authorized by Section 610.021 (2) Revised Statutes of Missouri, relating real estate issues.

A motion was made by Alderman Fleming and seconded by Alderman Stallman to go into closed session. A roll call vote was taken with a unanimous affirmative result.

OPEN SESSION

A motion was made by Aldermen Fleming to reconvene. The motion was seconded by Alderman Stallman and passed by unanimous voice vote.

A motion was made by Alderman Terbrock to adjourn. The motion was seconded by Alderman Bullington. The motion passed by unanimous voice vote. The meeting adjourned at 8:10 pm.

INFORMATION ONLY: Chief Kevin Scott, Follow Up on Computer Assisted Dispatching

TIM POGUE, MAYOR

ATTEST:

Andy Hixson, CITY CLERK



PUBLIC WORKS COMMITTEE

Meeting Minutes

April 15, 2019

6:00 PM 1 GOVERNMENT CTR. BALLWIN, MO 63011

1. Call to Order

2. Roll Call

Alderman Terbrock – Chair

Alderman Roach

Alderman Kerlagon

Alderman Bullington

Alderman Stallman

Mayor Pogue – Ex officio

Jim Link

Chuck Lloyd

Bob Kuntz

3. New Business

(1) Leaf Collection

a. The program for 2019

The committee agreed that we should switch back to a ward specific collection system to enhance visibility and improve resident level of satisfaction and expectations.

b. Contractual pilot option

After much discussion, the committee recommended that formal proposals be solicited to conduct a pilot program to collect leaves in the Meadowbrook subdivision.

c. Enhanced technology possibilities

Hold for 2019; consider as an option for 2020

4. Adjourn

The meeting adjourned at 7:00 p.m.

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CITY OF BALLWIN TABULATION OF BIDS

RFP #19-23

Bid Item: Golf Course Sprayer	Date Opened: 4/12/19	Dept: P&R
--------------------------------------	-----------------------------	----------------------

	Turfwerks	Kansas Golf/Turf	Burris Equipment		
1.Smithco Spraystar 2000	\$43,695	\$51,904	\$63,933		
2.					
3.					
4.					
5.					
6.					
7.					
TOTAL GROSS PRICE	51,695	55,404	63,933		
TOTAL NET PRICE	43,695	51,904	63,933		
DELIVERY DATE	30 days	30 days	30 days		

Attending Opening: Dept Rep _ Finance Rep _



To: John Hoffman

CC:

From: Chris Crocker Golf Course Superintendent

Date: April 16, 2019

Re: Bids for New Golf Course Sprayer

We received 3 bids to purchase a new Sprayer for the golf course. The new sprayer will replace the two sprayers we currently have. Our current sprayers were purchased in 2001 and 2004. They both have had multiple issues that have caused our chemical applications to be inaccurate. There is a current issue where particles are getting past the filter and clogging the nozzles. Though the filter is brand new and sized properly, we cannot determine why this is happening. The only fix might be to replace the entire hose/tank/pump routing system. They have also suffered from transmission problems and pump problems that have to be repaired regularly. The new sprayer can do the job of both sprayers and comes with more safety options when filling and mixing the chemicals into the tank.

A few of the main requirements for the new sprayer are a centrifugal pump, hydrostatic drive, a safe-fill system, 200 gallon tank, a self-rinsing system, 100' electric hose reel, and a tee-jet controller.

Each company bid the same Smithco Spray-Star 2000 sprayer. Turfwerks submitted the low bid of \$43,695 after trade-in. \$45,000 was budgeted for this equipment.

CONSENT ITEM

RE: SLAB AND SIDEWALKS REPLACEMENT

DEPARTMENT: PUBLIC WORKS

PROGRAM: STREETS AND SIDEWALKS

RECOMMENDATION: We recommend awarding this unit price contract to the low bidder, M&H Concrete Contractors, Inc.

EXPLANATION: The 2019 budget provides for street slab, curb and gutter, and sidewalk replacement, and upgrading of curb ramps to current ADA standards

Request for bid notices were sent to 13 contractors and advertised in the St. Louis Business Journal, ePlan, and on the City's website. Bid specifications are on file at the Public Works Department.

The table below summarizes the bids received on April 12, 2019.

	TOTAL BID
<i>M&H Concrete Contractors</i>	<i>\$550,443.60</i>
JM Marschuetz Construction	\$570,477.25
E. Meier Contracting	\$752,781.84
Raineri Construction	\$715,804.50
BUDGET	\$643,950.00

M&H Concrete has no OSHA or prevailing wage violations within the past five (5) years. They have successfully completed similar work since 2012 without issues and in a timely manner.

SUBMITTED BY: JIM LINK
DIRECTOR OF PUBLIC WORKS

DATE: April 12, 2019

To: Chief Kevin Scott

From: PTN Steve Morrison DSN 182

Subject: Parking Concerns 15480 Clayton Rd.

Sir,

A parking issue has been brought to light in the Southwest corner of Clayton Rd. and Kehrs Mill Rd. that the City of Ballwin may wish to address.

A brief history of the area

In the late 1990s and early 2000s, Zhivago's Russian Restaurant and the Enigma Lounge occupied 15480 Clayton Rd. This is the current location of the Wolf Café. The late-night popularity of Zhivago's and the Enigma Lounge caused a parking issue at Claymont Plaza, the UMB Bank parking lot (15400 Clayton Rd.), and the residences along Clayheath Ct., Claybend Dr., as well as Clayton Ridge Dr. As a result, "No Parking" signs were erected along the North and South side of Clayton Ridge Dr., which runs east and west between UMB Bank and the homes on Claybend Dr. Also, time restricted "No Parking" signs (No Parking between 5 pm and 2 am) were placed along the west side of Clayheath Ct. from Clayton Rd., South to where Clayheath Ct. intersects with Claybend Dr. In 2008 the Wolf Café opened its doors for business and the time frame for the parking issues changed to more normal daytime business hours.

On March 11th 2019, I was contacted by Lauren Oexeman, Assistant Property Manager for MedRealty. Ms. Oexeman said in 2016 MedRealty purchased the building at 15480 Clayton Rd. Ms. Oexeman said the tenants in the building have complained to her about not having enough parking in the area. She also said the long term tenants in the building told her the parking issues were never addressed by the previous building owner. The tenants told Ms. Oexeman, clients have canceled appointments because they could not find parking in the area.

Ms. Oexeman and I discussed possible solutions to the parking problem. One possible solution would be for UMB Bank to allow customers of the businesses at 15480 Clayton Rd. to park on the lower parking lot behind UMB Bank. Ms. Oexeman said MedRealty contacted UMB Bank about such an agreement; however, Corporate UMB Bank was

not receptive. I spoke to David Harris in the facilities department for UMB Bank. Mr. Harris said UMB Bank is not interested at this time in leasing or allowing others, except UMB Bank customers, to park on their lot. UMB Bank has recently posted signs stating parking on their lot is for UMB Bank customers only.

During my two visits to speak with Branch Manager Paula Kline at UMB Bank, 15400 Clayton Rd. about the parking issue, all but three spaces and two handicap spaces on the UMB Bank parking lots were occupied. There were three employees and no customers in UMB Bank during my lunchtime visits. Ms. Kline said both their upper and lower parking lots are almost full during the breakfast and lunch times each day.

The second option is to remove the time restricted no parking signs along the west side of Clayheath Ct. and removing only the "No Parking" signs along the north side of Clayton Ridge Dr. The reason for leaving the south side no parking signs is to keep people from parking on the back lawns of the homes on Claybend Dr. Usually, in consideration of parking restriction implementation is the location of a fire hydrant and the line of sight if the road has a curve. In this situation, there is no hydrant to consider along Clayton Ridge Dr. Due to the elevation of the roadway at each end of Clayton Ridge Dr., there is a clear line of sight for drivers to see other vehicles traveling on the roadway when cars are parked on the north side of the road.

Clayton Ridge Dr. runs adjacent to the back yards of 902, 906, and 910 Claybend Dr. I spoke to Joshua Belcher of 902 Claybend Dr. and Velitchko Tzvetkov of 906 Claybend Dr. Mr. Belcher was not opposed to the removal of the "No Parking" signs along the North side of Clayton Ridge Dr. I also explained my thoughts on cars parking behind his home. Mr. Belcher agreed that he would like to keep cars off his lawn and leaving some distance between them and his home, by allowing parking only on the north side. Mr. Tzvetkov is a longtime resident and remembers the days of Zhivago's and the Enigma Lounge. He spoke of waking up in the middle of the night to drunken people on his patio or passed out in his backyard. Mr. Tzvetkov is opposed to the removal of any no parking signs along Clayton Ridge Dr. As of this writing, I have been unable to contact the residence at 910 Claybend Ct. I gave Mr. Tzvetkov one of my cards and requested if he had a chance to speak to the resident at 910 Claybend Ct. to have them reach out to me if they have concerns.

Recommendation

I propose the no parking signs be removed along the North side of Clayton Ridge Dr. and placing "No Parking Here To Corner" signs at each end of Westbound Clayton Ridge Dr. The time restricted no parking signs along the West side of Clayheath Ct. should be removed. However, I suggest the last two, time restrictive no parking signs at

the South end of the area of concern, be replaced with signs that say "No Parking Between Signs." The reason for erecting "No Parking Between Signs" is I believe that there may be a line of sight issue in this area due to the intersections and cars parked at Clayton Ridge Dr. and Clayheath Ct. Removing the "No Parking" signs along Clayton Ridge Dr. will open approximately nine additional parking spaces. Removal of the time restricted parking signs will allow approximately six parking spaces already in use to be in use after the 5 pm restriction. Changing the two, time restrictive signs to "No Parking" signs at the south end of Clayheath Ct. will remove approximately three parking spaces from the area.

Please let me know if any additional information is needed.

Respectfully submitted,


PTN Steve Morrison DSN 182

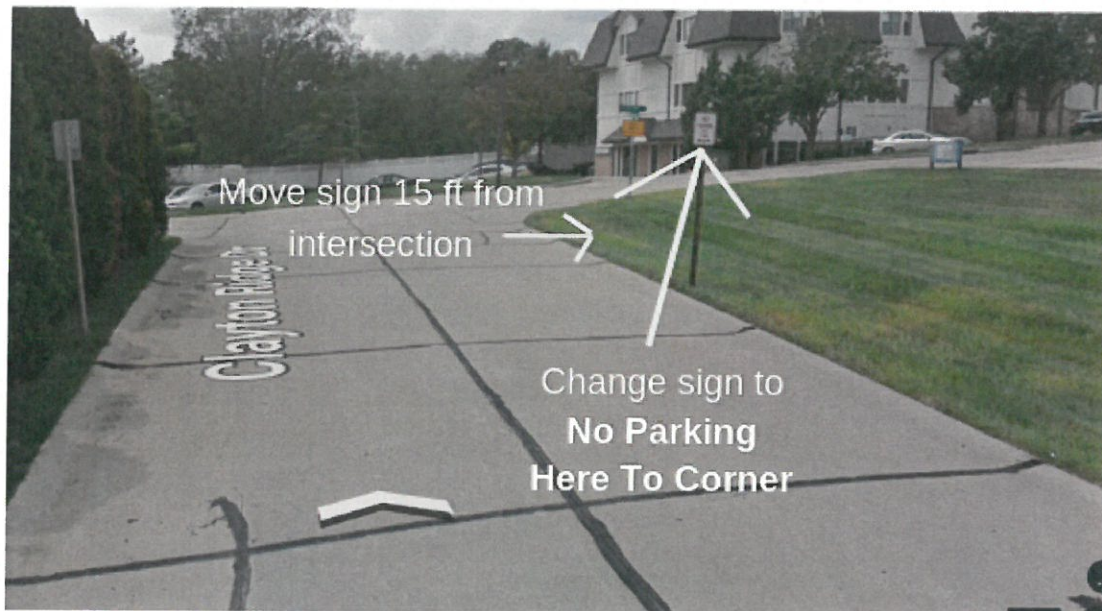














MEMORANDUM

TO: ROBERT KUNTZ, CITY ADMINISTRATOR
FROM: JIM LINK, DIRECTOR OF PUBLIC WORKS
DATE: April 16th, 2019
SUBJECT: Leaf Collection- Solicit formal Bids

RECOMMENDATION: We are seeking authorization to solicit formal bids for a leaf collection pilot project.

EXPLANATION: This pilot project would be to collect leaves in the Meadowbrook Country Club Estates subdivision by a contractor for the 2019 leaf program. This area represents approximately 5% of our total collection. By reducing our in house collection area we believe that the Leaf collection program can be completed sooner with less overtime utilized. The Public Works Committee has also recommended that our collection plan shall use a fixed crew number in each Ward throughout the duration of the program. This will ensure greater visibility and frequency for our residents.