

CITY OF SHREWSBURY
BOARD OF ALDERMEN
REGULAR SESSION OF THE BOARD OF ALDERMEN
June 13, 2017

A Regular Session of the Board of Aldermen of the City of Shrewsbury, Missouri was held at 6:30 p.m. on the 13th day of June, 2017 in the Aldermanic Chambers of City Hall for the transaction of such business that came before the Board.

Present:

Mayor Felicity Buckley
Alderman Chris Gorman
Alderman Elmer Kauffmann
Alderman Ed Kopff
Alderman Sam Scherer
Alderman Rick Steingruby
Alderman Mike Travaglini

Also present:

Director of Administration Jonathan D. Greever
Street Superintendent Tony Wagner
Fire Chief Chris Amenn
Finance Director Danielle Oettle
City Attorney Mike Daming

Roll Call

Mayor Felicity Buckley opened the meeting and City Clerk, Kathy Marlock, commenced with roll call. All board members were present.

Approval of Minutes

Alderman Travaglini made the motion to approve the minutes, seconded by Alderman Scherer. The minutes were approved unanimously.

Hear Citizens.

None

Bills

The Mayor reviewed the bills totaling \$179,782.25. There was no discussion of the bills submitted for payment. Alderman Scherer made the motion to process the bill payments. Alderwoman Gorman seconded the motion. The motion passed unanimously.

Liquor License Renewals.

The Mayor discussed the annual review of Liquor Licenses in the City of Shrewsbury, MO. They were voted upon per licensure category. The first category was: the Annual License renewal for Sale of all Intoxicating Liquor at retail, in the original package, to include all days of the week, including Sunday. Six businesses were in this category. Alderman Scherer made the motion, seconded by Alderman Kopff. The motion passed unanimously. The second category was: the Annual License renewal for Sale of Malt Liquor (All Kinds of Beer and Wine only) at retail, in the original package. One business was in this category and was applicable to all days of the week, including Sunday: Alderman Kauffmann made the motion, seconded by Alderwoman Gorman. The license was unanimously approved. The third category was: the Annual License for Sale of Wine, Malt Beverage (All Kinds of Beer) and Distilled Spirit Tastings. Four businesses were in this category. Alderwoman Gorman made the motion to approve the granting of these licenses, Alderman Scherer seconded

the motion. Category five was: the Annual License for Sale of All Kinds of Alcoholic Beverages by the Drink for Consumption on Premises. Two entities were in this category. Alderman Kauffmann made the motion, seconded by Alderman Scherer. The motion carried unanimously. The final category was: the License for Sale of all Kinds of Liquor by the Drink (Temporary). This license pertained to Cure of Ars Catholic Church, annual Parish Picnic, October 6, 2017. Alderwoman Gorman made the motion, seconded by Alderman Travaglini.

Ordinances

Bill No. 2902. First Reading by Title Only. Alderman Travaglini made the motion for a first reading of Bill No. 2902. Alderwoman Gorman seconded the motion. The motion passed unanimously. City Attorney, Mike Daming, conducted the reading. “An ordinance amending Section 405.090 relating to minimum landscape standards; providing for the current maintenance of this code; providing for the repeal of all conflicting ordinances; and providing for the effective date of this ordinance.”

Bill No. 2903. First Reading by Title Only. Alderman Scherer made the motion for a first reading of Bill No. 2903. Alderwoman Gorman seconded the motion. The motion to conduct the first reading passed unanimously. City Attorney, Mike Daming, conducted the first reading. “An ordinance amending Chapter 210 relating to Criminal Offenses, providing for the current maintenance of this code; providing for the repeal of all conflicting ordinances, and, providing for the effective date of this ordinance.”

Community Development Block Grant (CDBG)

The Mayor introduced the discussion of the CDBG which is authorized under Title I of the Housing and Community Development Act of 1974, as amended. Nationally administered by the U.S. Department of Housing and Urban Development (HUD), the program allows for “blocks” of grant funding to be disbursed to communities across the country, primarily for the purpose of benefitting low-and-moderate-income people. St. Louis County represents an entitlement community and establishes the rules of the program. St. Louis County provides the City of Shrewsbury with the geographic boundaries within which applicants may receive funding.

Jonathan Greever clarified that the program funds are for community-wide improvement. He noted that the area eligible for funding, in the City of Shrewsbury, is south of the mid-section of the community near Kenrick Manor Drive. This area represents static income and retirees on fixed income. This geographic region reflects the HUD income requirements. Alderman Kauffmann noted that he would like some of the funds to be allocated to the Housing Improvement Program (HIP). Alderman Travaglini asked if any applications had been received for the HIP program. Director Greever clarified that one request did come in. Director Greever stated that he clarified with the inquirer that the application process is dependent upon Board of Aldermen approval and federal funding.

The Board of Alderman recommended that the City allocate \$5,000 to the Housing Improvement Program (HIP) and \$15,000 to street improvement. The funds become available when Congress is in session, fall, 2018. Therefore, if funds are approved for the CDBG Program, applicants would receive those funds by October, 2018. Alderman Kauffman made the motion that CDBG \$5,000 of the total funds to be allocated be directed to the HIP program, and \$15,000 be directed to street improvement. The motion was seconded by Alderwoman Gorman. The motion passed, unanimously pending Congress authorization.

Swearing in of Alderman Mike Travaglini

City Clerk, Kathy Marlock, administered the Oath of Office for Alderman Mike Travaglini for his re-election effective April 4, 2017. This is Alderman Travaglini’s 17th year of public service.

First Quarter Financial Highlights

Director Danielle Oettle presented to the Board of Alderman the First Quarter Financial Highlights. Revenue for the first quarter of FY2017 totaled \$1,537,466 which represents an increase of \$66,648 compared to 2016 at the same point in time. The increase is due to a slight increase in sales tax revenue and stems from now fully operational new retail development at Kenrick Plaza.

Expenses totaled \$2,646,413 for the first quarter of FY2017; expenses represent an increase of \$345,438 compared to this same time in 2016. The increase in expenses is due to an increase in the overall payroll as a result of implementing a new pay scale and adjusting salaries up to fit the new pay scale as well as a few capital purchases that were made in the first quarter of this year which were not present in the first quarter of last year. Director Oettle further explained that the General Fund Revenues are 20% of budget at this time and slightly higher than last year. All revenues remain steady and on target. General Fund expenses are 25% of budget, at this time. And, it looked to be on target with original budget projections. At this time, Director Oettle believes that the City will be within the original budget projections although it is early to tell. Better information will come within the next month. On the capital fund, there is an increase in sales tax revenue. Expenditures are forecast to be within original budgeted amounts, overall, by year end.

Overall sales tax revenue is up by 2% or by \$21,648 compared to the first quarter of FY2016. When sales tax revenue is examined since 2010 the trend indicates that in FY2016 and FY2017 significant increases have occurred, coinciding with new retail development at Kenrick Plaza.

The fiscal year audit for 2016 has been completed. Director Oettle is finishing up the final review phase and working on the managerial discussion. The auditors will be present in July to discuss the findings. Preliminarily, we came out with a surplus in the General Fund of \$11,000. The Annual Disclosure Report due June 30 is done in concert with the Audit and will be filed with the appropriate agency at the conclusion of the audit process.

The April Financial Report has been distributed. The May Financial Report will be distributed very soon.

Department Head Reports

Public Work Department

Tony thanked everyone avoiding the Kenrick Manor Area given the street construction. He reported that the work was approximately half-way done.

June 1, 2017 completed patching the streets. He will put notices out on June 29, 2017 to do the chip-sealing. He put the notice out on the website and he will begin his work on July 5, 2017 after the holiday, weather permitting.

In-house sealing of the streets will occur next week and will notify the residents in those areas. It is in the alley streets not through streets. For instance, where Hazel dead-ends into a driveway; that is actually a City street.

With the recent rain, Director Wagner reported that the grass cutting and trimming continue. He said the parking lot at the pool has been striped. He also said some of the bars at the stop light and stop sign have been redone. His crew will continue on with this work through summer.

The new truck should arrive by Thursday June 15. Once the truck is received, the new radio will be put in and the truck will be ready for use in street management.

Alderman Travaglini asked when the street work will be completed. Director Wagner reported that the company is pouring concrete at a rapid pace and moving forward, with the good weather. Tony projected two more weeks of road construction in the Kenrick Manor Area, weather permitting.

Autos in the way are subject to towing which Director Wagner noted occurs every year.

Alderman Travaglini complimented Chief Keller and the Police Department for their efforts in supporting the roadwork and in directing traffic to help alleviate driver frustration and traffic congestion. Warm appreciations were expressed for keeping an Officer at the intersection of Somerworth Court and Chapelford Lane as there are many children in that area.

Tony Wagner reported that many “no parking signs” up on many of the corners to help avoid blind spots for drivers and the crew is doing it’s very best given the circumstance of road construction.

Police Department

Chief Keller reported on a few community events that the Police Department has been attending. On May 16, Holy Cross Academy hosted a Patriot’s Appreciation Day for area first responders in the Holy Cross area. One of the Shrewsbury officers attended the event and enjoyed interacting with the kids. On June 3, 2017, Laclede Gas had their annual rodeo which they started a few years ago, for employees and their families. Every year the Police Department sends a patrol car down so the kids and employees can take a look at the equipment. Saturday, June 17, from noon to 2 p.m., Walmart is hosting a safety day. They began this tradition one year ago. And, the Officer discussed “Stranger Danger” with those in attendance last year. This year, our Police Officer will be from the computer forensic group and will be handing out literature on internet safety. We greatly appreciate the invitation from Walmart to be involved in that.

Fire Department

One new employee was hired and is currently on his orientation week. Following this he will be on swing shift. He came from four years of EMS experience and graduated from St. Louis Fire Academy. His name is Daniel Maschmeyer. And, we had a lot of good reviews from him.

We also started a new promotional process to replace our medical officer who resigned in April, 2017. Right now, Steve Gray is acting in that position and it is very important for the Fire Department. They handle all the Quality Assurance and Quality Improvement of emergency medical reporting. They coordinate with the Medical Director, Dr. Rampoff and they track and handle the Continuing Education Units for our medics so it is a very important position. The Chief reported that the position is very important and they will do a good and thorough hiring process and fill that position, permanently.

Chief Amenn thanked Tony Wagner for doing a great job of stopping in and keeping the Fire Department updated on the construction progress on Kenrick Manor. This helps the Fire Department know where they can and cannot access residential areas. This is critically important to the Fire Department in responding to emergencies.

Chief Amenn also noted that he wanted to highlight something in the Police Department Report. Typically on every Fire and EMS call, a police officer is dispatched. Also, unfortunately, and often, there are sometimes violent situations and a Police Office helps to keep the peace. In the past, when a Police Officer was not available, from our community, they would send an officer from another municipality who would call the Fire Department Supervisor, and, then, call that PD Supervisor and it would be a long process requiring a fair amount of time.

The process has now been streamlined and another Police Officer is now automatically dispatched and Chief Amenn thanked Chief Keller and all Police Chiefs for that support and coordination. For instance, now, a Police Officer will automatically be dispatched from Brentwood, Webster Groves, or Rock Hill or another nearby municipality. This is of great support to the Fire Departments.

Administration Department

STP Project

The project completion date for STP is August 10, 2017. The work on Kenrick Manor Drive is ongoing and winding down over the next few weeks. In addition, the asphalt work on Shrewsbury and Weil Avenues will begin soon. The project is half-way done for Kenrick Manor. Beginning June 26, the milling and overlay project for Shrewsbury Avenue and on June 27th, the work for Weil Avenue will begin.

For the STP project, Jonathan participated in four courses and passed each exam and took a big step forward to receiving fund allocations.

The Mayor requested a recap of the streets impacted by the STP project. Jonathan Greever reported that STP funding addresses the following: Shrewsbury Avenue (the portion controlled by the City), near Murdoch by the Edward Jones and Holistic Fitness offices, and Weil Avenue, from the intersection of Shrewsbury Avenue to the east run of the city. The third street is Kenrick Manor drive and it is the full run from Laclede Station Road to the intersection with Cardinal Glennon Court, or as some people say Trianon Parkway.

Solid Waste, Recycling and Yard-Waste RFP Follow-Up

The City of Shrewsbury has now completed the transfer to Waste Management. The city seems to be adapting successfully and the administrative team has done a wonderful job of fielding questions. The residents are not angry. They just need clarification and education about the containers and the schedules. Waste Management has been very responsive and supportive of the community. Alderman Travaglini recognized the savings for each resident and for the City and over \$100,000 savings for the City, in total.

Director Greever reported that the savings puts the rates back three or four years back from where they were progressing. And, Director Greever gave credit to the Board of Alderman for doing the difficult work of holding an RFP process in support of the City of Shrewsbury's Sanitation Services.

Route 66 Photo Deck

The Route 66 Photo Deck now has permanent signage. The next step in the development of this project is to obtain insurance that reflects adequate coverage acceptable to all parties. Jonathan gave credit to Tony Wagner for installing the permanent signage and said the bronze plaque will also soon be up.

East Central Dispatch Center

The ECDC budget was finalized on May 17, 2017 and was passed by the governing board. Jonathan continues to meet with the Executive Team in support of his upcoming Chairmanship in August, 2017.

Comp Plan

Director Greever noted that he and the Mayor are continuing to work on the Comp Plan for the City of Shrewsbury. He reported that C-1 Shopping Center Districts were completed in the May meeting. The next meeting will address Planned Commercial Developments and try and hit all the manufacturing and industrial zones and hopes to keep on schedule and to present it later on this year.

Ordinances Update

The ordinances for the Offenses and Landscape Code first reading occurred this evening. The final reading and consideration for passage will be at the Board of Alderman Regular Session, July 11, 2017.

Then, attention will be given to texting and driving and Airbnb regulations. We have discussed those topics and we have potential regulation that the Board of Aldermen may consider for both of those subjects.

Finally, attention will be given to truck regulations and ordinances regulating trucks passing through neighborhood streets who are not making deliveries.

Mayor's Report

Daughter was married this week. The Sunset Room was used and it was the first time that the Mayor used the facility as a guest. It was lovely; the staff did a wonderful job and noted that the room gets used quite often and was pleased by the experience, overall.

Citizens

Presley Barker, 5113 Deville.

He asked questions about the Chapter 210 Criminal Offenses Code. Mr. Barker asked what is occurring with this aspect of the code. The Mayor responded that the Offenses Code mirrors what the State of Missouri addressed last year. Some aspects of the code were pulled out for further discussion. In this case, the item pulled pertained to firearms. The Mayor noted that not much discussion has taken place, yet. They did not discuss changes about the code. That was not the only section pulled out, but other aspects of the code were also pulled out and reviewed in the Work Session. The firearms section will remain as is.

Sometimes the State of Missouri changes its statutes. And, the City of Shrewsbury compares its codes to ensure that it is aligned with the state and not in violation of those regulations.

Matt Conway, 7312 Nottingham.

In the evening, Mr. Conway reported that he walks his dog down St. Vincent, Lansdowne, and then Filmore. He noticed that there is a forty foot space between the railroad and gas station and has been collecting trash.

Tony Wagner reported that St. Louis County is responsible for that street even though it is in the City of Shrewsbury. The Mayor said the City will report that to St. Louis County so that it gets addressed.

Elisa Reeves, 7272 Murdoch

Commented on the CDBG Grant. She thinks it is great the manner in which the monies are divided. But, for the future, she recommended putting the grant on the website and offering a description of the program so that more people learn about the program and, perhaps, make applications.

Adjournment

Alderman Travaglini made a motion to adjourn the Work Session of the Board of Alderman, Alderman Scherer seconded the motion and with unanimous approval the meeting was adjourned.

Respectfully submitted,

Mary Kathryn Marlock,
City Clerk

ATTEST:

Felicity Buckley,
Mayor