



**DRAFT MINUTES**  
**BOARD OF ALDERMEN**  
**Meeting Minutes**

FEBRUARY 24, 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 Tim 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 Bob Kuntz  
City Attorney Robert Jones

Absent

The Pledge of Allegiance was recited.

**MINUTES**

The Minutes from the February 10, 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 February 10, 2020 Board of Aldermen meeting. A voice vote was taken with a unanimous affirmative result and the motion passed.

The minutes from the February 10, 2020 Board of Aldermen closed meeting were submitted for approval. A motion was made by Alderman Fleming and seconded by Alderman Roach to approve the minutes from the February 10, 2020 Board of Aldermen closed meeting. A voice vote was taken with a unanimous affirmative result and the motion passed.

## **PUBLIC COMMENTS**

---

None

## **LEGISLATION**

---

### **Resolution – West County Day Tripper Program**

A resolution supporting a cooperative program between the cities of Ballwin, Chesterfield, Ellisville, Manchester and Wildwood for leasing a passenger shuttle bus, with an option to purchase, to enhance older adult programming.

In discussion of the Resolution:

None

A motion was made by Alderman Fleming and seconded by Alderman Utt to support and sign the resolution. A voice vote was taken with unanimous affirmative result and the motion passed.

### **Bill 4055 – AN ORDINANCE CREATING A VIOLATION FOR THE UNAUTHORIZED USE OF ANY SYMBOL, INSIGNIA, SEAL OR LOGO OF THE CITY.**

The City of Ballwin has a protectable interest in any symbol, insignia, seal or logo utilized by the City and has authorized Federal or State registration of the same.

A motion was made by Alderman Fleming and seconded by Alderman Stallmann for a first reading of Bill No. 4055, title only. A voice vote was taken with a unanimous affirmative result and Bill No. 4055 was read for the first time.

In discussion of Bill No. 4055:

None

A motion was made by Alderman Fleming and seconded by Alderman Finley for a second reading of Bill No. 4055, title only. A voice vote was taken with a unanimous affirmative result and Bill No. 4055 was read for a second time.

A roll call vote was taken for passage and approval of Bill No. 4055 with the following results:

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

Nays -- None.

Bill No. 4055 was approved and became Ordinance No. 20-03



**DRAFT MINUTES**  
**BOARD OF ALDERMEN**  
**Meeting Minutes**

FEBRUARY 24, 2020

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

**BILL 4056 – AN ORDINANCE AMENDING THE CITY OF BALLWIN’S CODE OF ORDINANCES WITH REGARD TO DISTRIBUTION AND POSSESSION OF TOBACCO AND TOBACCO PRODUCTS.**

A motion was made by Alderman Finley and seconded by Alderman Leahy for a first reading of Bill No. 4056, title only. A voice vote was taken with a unanimous affirmative result and Bill No. 4056 was read for the first time.

In discussion of Bill No. 4056:

Alderman Finley asked how often there are violations. City Attorney Bob Jones stated he was not aware of any underage violations. City Administrator Bob Kuntz said this was to create consistency with the state. Police Chief Doug Schaeffler stated the police department is not aware of any problem at this time.

A motion was made by Alderman Stallmann and seconded by Alderman Bullington for a second reading of Bill No. 4056, title only. A voice vote was taken with a unanimous affirmative result and Bill No. 4056 was read for a second time.

A roll call vote was taken for passage and approval of Bill No. 4056 with the following results:

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

Nays -- None.

Bill No. 4056 was approved and became Ordinance No. 20-04

**BILL 4057 – AN ORDINANCE AMENDING SECTIONS 17-61, 17-81 AND 17-82 OF THE CITY OF BALLWIN’S CODE OF ORDINANCES WITH REGARD TO MEDICAL MARIJUANA AND DRUG PARAPHERNALIA.**

A motion was made by Alderman Roach and seconded by Alderman Bullington for a first reading of Bill No. 4057, title only. A voice vote was taken with a unanimous affirmative result and Bill No. 4057 was read for the first time.

In discussion of Bill No. 4057:

None



A motion was made by Alderman Stallmann and seconded by Alderman Finley for a second reading of Bill No. 4057, title only. A voice vote was taken with a unanimous affirmative result and Bill No. 4057 was read for a second time.

A roll call vote was taken for passage and approval of Bill No. 4057 with the following results:

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

Nays -- None.

Bill No. 4057 was approved and became Ordinance No. 20-05

## **CONSENT ITEMS**

---

### **ADMINISTRATION – 2020 MERIT INCREASES**

A merit increase of 3% was budgeted for 2020. Staff recommends that the Board approve a salary increase of 3% for all full time staff effective April 1, 2020.

Discussion:

None

*A motion was made by* Alderman Roach and seconded by Alderman Utt to approve a salary increase of 3% for all full time staff effective April 1, 2020. A voice vote was taken with unanimous affirmative result and the motion passed.

### **PUBLIC WORKS – STREET STRIPING**

Staff recommends awarding the bid for restriping yellow street centerlines and the white lane lines to the low bidder, America’s Parking Remarking.

Discussion:

None

*A motion was made by* Alderman Roach and seconded by Alderman Utt to accept staff recommendation and award the bid to America’s Parking Remarking. A voice vote was taken with unanimous affirmative result and the motion passed.

## **PUBLIC WORKS – CONCRETE READY MIX**

Staff recommends awarding the bid for two types of concrete for slabs and sidewalks to the low bidder, Valley Material Company.

### Discussion:

Alderman Finley asked if all these components are going to be used for mixing concrete. Public Works Supervisor Jim Link explained with more detail.

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

## **MAYOR'S REPORT**

---

Mayor Pogue stated the Board would be meeting with the search firm, GovHR, after the Planning and Zoning meeting on March 2, 2020 to discuss the City Administrator's position. Candidate packets should be received by Thursday and will be distributed to the Aldermen.

## **CITY ADMINISTRATOR'S REPORT**

---

City Administrator Kuntz discussed the upcoming census; we are including information in our publications and social media. We will be going to the apartments and assisting living facility as we want to be sure all Ballwin residents are counted. These figures will impact the City over the next 10 years.

Mr. Kuntz also stated he has reached out to ATT with regard to two issues: the potential maintenance building facility and their site at the old government center. It was decided these issues would be discussed at the next Planning and Zoning committee meeting.

Mr. Kuntz requested a meeting to discuss street lighting issues and options. This will be added to the Finance committee agenda; this meeting will be held on March 9, 2020, before the next Board of Aldermen meeting.

Mr. Kuntz asked for Board direction, by motion, as to preferences for future location of the police department building and do they want to move to a design phase or put this out for bid. There was discussion regarding MSD impact. Mayor Pogue stated he would be reluctant to move forward until we have cost estimates. Alderman Roach agreed and asked about getting more information from MSD. Mayor Pogue stated MSD won't do anything without full site plans. He feels JEMA has had enough past experience with this issue and should be able to give us recommendations. Alderman Finley asked about opening the project to a competitive process; Mayor Pogue stated it would be tough to do for this project. Alderman Fleming stated that it seems everyone was in agreement

it was not desirable to make a decision this evening, but how about making a best effort to come to agreement for the next meeting (March 9). Mayor Pogue stated that would be contingent upon receiving estimates from JEMA. Alderman Fleming asked if it would be appropriate to discuss in open session; Mayor Pogue stated since both properties are owned by the City, he is comfortable with having the discussion in open session. Mr. Kuntz stated he would have information for the next meeting.

## **STAFF REPORTS**

---

### **PUBLIC WORKS – TREE TRIMMING AND REMOVAL SERVICES**

Staff is requesting authorization to solicit bids for tree removal and tree trimming in all four of the City's wards and an additional \$30,000 which was not included in the 2020 budget.

#### Discussion:

Public Works Supervisor Jim Link stated this would give us an idea of how much it could cost to get ahead on this project. City Administrator Kuntz stated this is a similar approach as leaf collection at the end of last year. Alderman Bullington asked if stump grinding was included; Mr. Link replied it was not. Alderman Utt asked about the impact and would this get us caught up. Mr. Link stated we would probably get at least halfway finished.

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

### **PUBLIC WORKS – PORTLAND CEMENT**

Staff recommends awarding this bid to the low bidder, Holcim Inc.

#### Discussion:

Mr. Link stated only two suppliers bid.

A motion was made by Alderman Bullington and seconded by Alderman Stallmann to award the bid to Holcim Inc. A voice vote was taken with a unanimous affirmative result and the motion passed.

### **PUBLIC WORKS – READY MIX SAND**

Staff recommends awarding this bid to the low bidder, Bussen Quarries.

#### Discussion:

Mr. Link stated there were only two bidders.

A motion was made by Alderman Roach and seconded by Alderman Kerlagon to award the bid to Bussen Quarries. A voice vote was taken with a unanimous affirmative result and the motion passed.

**PUBLIC WORKS – CRUSHED STONE**

Staff recommends awarding this bid to Simpson Materials.

Discussion:

Mr. Link stated there were only two bidders; Simpson Materials was the low bidder including all alternate bids and they are willing to take our non-reinforced concrete debris disposal. Mayor Pogue asked how much we use recycled over new aggregate; Mr. Link responded that we don't use a lot as recycled doesn't pack as well.

A motion was made by Alderman Roach and seconded by Alderman Utt to award the bid to Simpson Materials. A voice vote was taken with unanimous affirmative result and the motion passed.

**PUBLIC WORKS – HOT MIX ASPHALT**

Staff recommends awarding this bid to the second lowest bidder, Fred Weber.

Discussion:

Mr. Link stated that Simpson, the low bidder, is not open year round, so the recommendation is to award to the second lowest bidder, Fred Weber. We would not be able to get product in the winter months from Simpson. Alderman Roach asked if the specifications of the bid required the company be open year round; Mr. Link stated it did.

A motion was made by Alderman Roach and seconded by Alderman Utt to award the bid to the lowest qualified bidder, Fred Weber. A voice vote was taken with unanimous affirmative result and the motion passed.

**PUBLIC WORKS – STREET SWEEPING**

Staff recommends awarding this bid to the only bidder, Contractors and Municipal Sweeping Inc.

Discussion:

Mr. Link stated Contractors and Municipal Sweeping Inc has been the city's sweeper for the last three years.



**DRAFT MINUTES**  
**BOARD OF ALDERMEN**  
**Meeting Minutes**

FEBRUARY 24, 2020

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

A motion was made by Alderman Roach and seconded by Alderman Stallmann to award the bid to Contractors and Municipal Sweeping Inc. A voice vote was taken with unanimous affirmative result and the motion passed.

**CITY ATTORNEY'S REPORT**

---

Nothing to report

**ALDERMANIC COMMENTS**

---

None

*A motion was made* by Alderman Fleming to adjourn. The motion was seconded by Alderman Finley. The motion passed by unanimous voice vote. The meeting adjourned at 7:30 pm.

\_\_\_\_\_ TIM POGUE, MAYOR

ATTEST:

\_\_\_\_\_ Polly Moore, CITY CLERK