



**MINUTES OF THE
CITY OF VALLEY PARK
BOARD OF ALDERMEN MEETING
7:00 PM – FEBRUARY 21, 2023**

**CITY HALL
320 BENTON STREET
VALLEY PARK, MISSOURI 63088**

Mayor Chandra Webster called the meeting of the Valley Park Board of Aldermen to order at 7:02 pm. The Pledge of Allegiance as recited. Roll call was taken:

Mayor:	Chandra Webster	Present		
Aldermen:	Dave Rose	Present	Eddie Walker	Present
	Stephanie Reynolds	Present	Jon Young	Present
	Randy Bowen	Present	Mike White	Present
	Betty Halker	Present	Tommy Rauls	Present
Others present:	Tim Engelmeyer, City Attorney			
	Nathan Schauf, City Administrator			
	Gerald Martin, Public Works Director			
	Matt Roskowske, Code Enforcement Officer			
	Gil DeNormandie, Parks/Community Coordinator			
	Lt. Greg Flinn, St. Louis County Police Department			
	Adam Jones, City Planner, PGAV Partners			
	Roy Mangan, Archimages			

APPROVAL OF AGENDA

Alderman Reynolds made a motion to approve the agenda. The motion was seconded by Alderman White. The motion passed on a voice vote.

APPROVAL OF MINUTES

Alderman White made a motion to approve the minutes from the January 5, 2023 Personnel Committee meeting. The motion was seconded by Alderman Halker. The motion passed on a voice vote.

Alderman Halker made a motion to approve the minutes from the January 5, 2023 Public Works Committee meeting. The motion was seconded by Alderman Reynolds. The motion passed on a voice vote.

Alderman Young indicated that the minutes from the January 17, 2023 Board of Aldermen meeting should be amended to indicate that the City is using \$200,000 of its own funds in addition to the \$300,000 funds provided by the Municipal Park Grant Commission of St. Louis County for the lights at the Meramec Levee Recreation Park. Alderman Walker made a motion to approve the minutes, as amended, from the January 17, 2023 Board of Aldermen meeting. The motion was seconded by Alderman White. The motion passed on a voice vote.

CITIZEN COMMENTS

None.

NEW BUSINESS

Bill No. 2023-05 – An Ordinance Vacating an Easement Located on the Property Commonly Identified as 538 Meramec Station Road

City Attorney Tim Engelmeyer indicated this came to the attention of City staff about a month ago and that items like this have previously been sent straight to the Board instead of first going to Committee. City Administrator Nathan Schauf stated items like this will go to Committee first in the future.

Alderman Reynolds made a motion to put Bill No. 2023-05 on its first reading by title only. The motion was seconded by Alderman Walker. The motion passed on a voice vote.

Alderman Walker made a motion to put Bill No. 2023-05 on its second and final reading by title only. The motion was seconded by Alderman Reynolds. The motion passed on a voice vote.

Alderman Walker made a motion to approve Bill No. 2023-05. The motion was seconded by Alderman Reynolds. The motion passed on a roll call vote:

Yes:	Rose, Reynolds, Bowen, Halker, Walker, Young, White, Rauls
No:	None
Absent:	None

Bill No. 2023-05 is now Ordinance No. 2130.

Resolution No. 02-2023 – A Resolution Authorizing the Mayor to Execute, on Behalf of the City, an Agreement with LCS, LLC for Additions, Renovations, and Associated Site Work at the New Valley Park City Hall.

Alderman Walker abstained from the discussion and vote on this item.

Roy Mangan with Archimages explained the process of hosting the pre-bid conference, receiving bids, interviewing the two lowest bidders, and making a recommendation for approval. Archimages recommends that the City award the bid to LCS, LLC.

Alderman Young made a motion to approve Resolution No. 02-2023. The motion was seconded by Alderman White. The motion passed on a roll call vote:

Yes:	Rauls, White, Young, Halker, Bowen, Reynolds, Rose
No:	None
Absent:	None
Abstain:	Walker

Amending an Existing Conditional Use Permit for JG Missouri, LLC for the Property Located at 2093 Smizer Station Road, Requesting the Additional Use of Comprehensive Marijuana Dispensary.

Adam Jones, PGAV Planners, indicated that the applicant is seeking an amendment to an existing conditional use permit that would allow for a comprehensive marijuana dispensary.

Alderman Walker made a motion to amend the existing Conditional Use Permit for JG Missouri, LLC for the property located at 2093 Smizer Station Road to allow the additional use of comprehensive marijuana dispensary. The motion was seconded by Alderman White. The motion passed on a voice vote.

Ratification of Poll of the Board Vote on the Creation of a Parks/Communication Coordinator Position and Establishing the Pay Range for Same.

City Administrator Nathan Schauf advised the Mayor and Board of Aldermen that this vote would ratify the emailed Poll of the Board regarding creating a Parks/Communication Coordinator position and establishing the pay range for the position. The votes received via email were five in favor and zero opposed.

Alderman White made a motion to ratify the poll of the board vote creating a Parks/Communication Coordinator position and establishing the pay range for the position. The motion was seconded by Alderman Walker. The motion passed on a voice vote.

Modifying the FY 2022-23 Budget to Use ARPA Funds to Pay General Code to Update the Valley Park City Code for a Total Cost Not to Exceed \$11,695.00.

Alderman Walker made a motion to modify the FY 2022-23 budget to use ARPA funds to pay General Code to update the Valley Park City Code for a total cost not to exceed \$11,695.00. The motion was seconded by Alderman White. The motion passed on a voice vote.

Modifying the FY 2022-23 Budget to Use ARPA Funds to Install New Concrete at the Meramec Levee Recreation Park Baseball Fields for \$40,000.00.

Alderman Walker made a motion to modify the FY 2022-23 budget to use ARPA funds to install new concrete at the Meramec Levee Recreation Park baseball fields for \$40,000.00. The motion was seconded by Alderman White. The motion passed on a voice vote.

Modifying the FY 2022-23 Budget to Use ARPA Funds to Purchase up to 2,000 Toter 96-Gallon Trash Carts, 100 Toter 48-Gallon Trash Carts, and 2,100 Snap-On Wheel Kits from Armor Equipment for a Total Cost Not to Exceed \$131,947.58.

Public Works Director Gerald Martin informed the Mayor and Board of Aldermen than residents currently own their own trash cans, but if this is approved, the City would own the carts. City Administrator Nathan Schauf informed the Mayor and the Board of Aldermen that the prices submitted by Armor Equipment are less than the price awarded through the Sourcewell cooperative purchasing agency.

Alderman Walker made a motion to modify the FY 2022-23 budget to use ARPA funds to purchase up to 2,000 Toter 96-gallon trash carts, 100 Toter 48-gallon trash carts, and 2,100 snap-on wheel kits from Armor Equipment for a total cost not to exceed \$131,947.58. The motion was seconded by Alderman Young. The motion passed on a voice vote.

Modifying the FY 2022-23 Budget to Use ARPA Funds to Pay for the Crack Sealing Machine Purchased from CMW Equipment for \$65,612.50.

Alderman Walker made a motion to modify the FY 2022-23 budget to use ARPA funds to pay for the crack sealing machine purchased from CMW Equipment for \$65,612.50. The motion was seconded by Alderman White. The motion passed on a voice vote.

Modifying the FY 2022-23 budget to use ARPA funds to pay for the Yamaha four-wheeler purchased from Donelson Cycles for \$6,460.00.

Alderman Walker made a motion to modify the FY 2022-23 budget to use ARPA funds to pay for the Yamaha four-wheeler purchased from Donelson Cycles for \$6,460.00. The motion was seconded by Alderman White. The motion passed on a voice vote.

Modifying the FY 2022-23 budget to use ARPA funds to pay for the flock cameras purchased from Flock Safety for \$22,250.00.

Alderman Walker made a motion to modify the FY 2022-23 budget to use ARPA funds to pay for the flock cameras purchased from Flock Safety for \$22,250.00. The motion was seconded by Alderman White. The motion passed on a voice vote.

JANUARY BILLS

Alderman Rauls made a motion to approve payment of the January bills as presented. The motion was seconded by Alderman Young. The motion passed on a voice vote.

JANUARY FINANCIAL STATEMENT

No action taken.

REPORTS

Mayor's Report – Chandra Webster

No report.

City Attorney's Report – Tim Engelmeyer

City Attorney Tim Engelmeyer stated that he believes the Valley Park Municipal Court is operating very well and that he wants to acknowledge the Code Enforcement Officers who are bringing cases to the Court.

He also informed the Mayor and Board of Aldermen that a mediation hearing for the case between the City and Scrap Mart is scheduled for Thursday, February 23rd. He stated that he has noticed changes to the site and that it appears some items and materials have been removed.

He also informed the Mayor and the Board of Aldermen that construction fencing is still wrapped around the playgrounds at Brignole Park. City Administrator Nathan Schauf, Public Works Director Gerald Martin, Code Enforcement Officer Matt Roskowske, and Parks/Communication Coordinator Gil DeNormandie met with a representative from a different playground company at the site to get a bid to address the remaining punch list items. The City would prefer that the first contractor addresses the unresolved issues, but we will hire a different company to get the items fixed if that does not happen.

Alderman Young asked if the City hires a different company to fix the items on the punch list, would that void the warranty? City Attorney Tim Engelmeyer stated that the new company should provide a warranty for the work it does and that the manufacturer's warranty for the playground should not be affected since the remaining punch list items pertain to the base and surface beneath the playground and not the playground structure itself.

City Attorney Tim Engelmeyer informed the Mayor and Board of Aldermen that he, City Administrator Nathan Schauf, and Code Enforcement Officer Matt Roskowske met with a representative from DDI Media to discuss the billboard currently located along the eastside of Route 141 just south of Meramec Station Road. He indicated a Memorandum of Understanding is being developed that will allow this billboard to remain in place despite the planned residential development nearby.

City Administrator's Report – Nathan Schauf

MCMA Spring Conference

City Administrator Nathan Schauf informed the Mayor and Board of Aldermen that his employment contract allows him to attend conferences, meetings, and occasions adequate to continue professional development as approved by the City. He stated that the Missouri City/County Management Association holds an annual Spring Conference every May at the Lake of the Ozarks.

Alderman Walker made a motion authorizing City Administrator Nathan Schauf to attend the Missouri City/County Management Association's Spring Conference in 2023 and in each subsequent year he is the Valley Park City Administrator. The motion was seconded by Alderman White. The motion passed on a voice vote.

Community Development Director

City Administrator Nathan Schauf informed the Mayor and Board of Aldermen that Section 110.340 of the Valley Park City Code authorizes the City Administrator to appoint and remove all subordinate employees of the City and to recommend the appointment and removal of department heads. He stated that the Community Development Director position has been vacant since Gil DeNormandie retired from full-time employment with the City and he recommended that the Board of Aldermen promote Matt Roskowske from Code Enforcement Officer to Community Development Director.

Alderman Reynolds made a motion to promote Matt Roskowske to Community Development Director as recommended by the City Administrator. Alderman Walker seconded the motion. The motion passed on a voice vote.

City Administrator Nathan Schauf stated the Personnel Committee will soon meet to discuss the salary for Matt in the new role.

Meramec Levee Recreation Park Lighting

City Administrator Nathan Schauf informed the Mayor and the Board of Aldermen that the Round 23 grant agreement has been signed and returned to the Municipal Parks Grant Commission and we are waiting for the fully executed copy to be returned.

The Mayor and Board of Aldermen discussed the previous scope provided by Musco Lighting, the electrical panel required to provide enough power to the full park, and how to proceed.

Alderman Young requested that City staff seek information from Musco Lighting about the volt-ampere rating for the components in Musco's proposal. City Administrator Nathan Schauf confirmed the staff will request this information and will forward it to the Mayor and Board of Aldermen for review once it is received.

Public Works Report – Gerald Martin

Public Works Director Gerald Martin informed the Mayor and Board of Aldermen that the easement documents for Phase 3 of the St. Louis Avenue project have been received by the City from Reichhold Chemical. He stated that this project needs to get moving before July or the City will have to apply for an extension.

He also informed the Mayor and Board of Aldermen that the survey is finished for the Hillsboro Road stormwater project. He recommended that the City develop a press release informing the public about this project.

He also informed the Mayor and Board of Aldermen that he and his employees have been performing additional work at 55 Crescent in preparation of the new City Hall project starting. He has been able to salvage some of the existing items to use at the other Public Works sheds.

He also informed the Mayor and the Board of Aldermen that he and his employees have been patching potholes and picking up trash at various locations in the city.

Alderman Walker inquired about whether our crews could repair potholes on Crescent Road between Valley School Drive and Old Crescent. There was discussion on this topic.

Community Development Report – Matt Roskowske

Code Enforcement Officer Matt Roskowske informed the Mayor and Board of Aldermen that he and the other Code Enforcement Officers had written over one hundred code violations of the past month.

He also informed the Mayor and Board of Aldermen that a Freddy's Steakburgers restaurant is scheduled to open in Valley Park soon.

Parks Report – Gil DeNormandie

Parks/Communication Coordinator Gil DeNormandie informed the Mayor and Board of Aldermen that the company who visited Brignole Park today will be providing the City with a couple options for new surfacing beneath the playgrounds. He also stated the company will be performing fall tests and will provide corresponding documentation and certification.

Police Report – Lt. Flinn

Lt. Flinn discussed recent events and the incident report.

He informed the Mayor and Board of Aldermen that the final two flock cameras should be installed by the end of the month.

City Attorney Tim Engelmeyer asked how Coffee with a Cop went this morning. Lt. Flinn said there was good attendance and feedback.

Alderman Bowen thanked Lt. Flinn and the other officers for their attendance and work during the Planning & Zoning Commission meeting on February 13, 2023.

EXECUTIVE SESSION

Alderman Walker made a motion to enter a closed meeting pursuant to RSMo. Section 610.021, Paragraph 1 regarding confidential or privileged communications between a public governmental body and its attorney. The motion was seconded by Alderman White. The motion passed on a roll call vote:

Yes:	Rose, Reynolds, Bowen, Halker, Walker, Young, White, Rauls
No:	None
Absent:	None

The Mayor and Board of Aldermen entered closed session at 8:03 pm.

Alderman Rauls made a motion to resume the open session. Alderman Walker seconded the motion. The motion passed on a roll call vote:

Yes:	Rauls, White, Young, Walker, Halker, Bowen, Reynolds, Rose
No:	None
Absent:	None

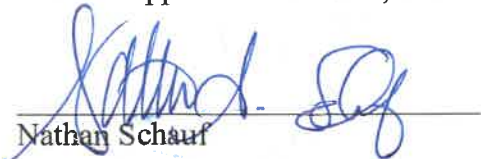
The Mayor and Board of Aldermen resumed open session at 8:36 pm.

ADJOURNMENT

With no other business to consider, Alderman Halker made a motion to adjourn. The motion was seconded by Alderman Reynolds. The motion passed on a voice vote.

The meeting adjourned at 8:37 pm.

Minutes approved March 20, 2023.



Nathan Schauf
City Administrator