

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF  
ALDERMEN OF TWIN OAKS,  
TWIN OAKS TOWN HALL  
ST. LOUIS COUNTY, MISSOURI  
WEDNESDAY, OCTOBER 24, 2018**

The regular meeting of the Twin Oaks Board of Aldermen was called to order at 7:00 pm.  
Roll Call was taken:

Mayor: Russ Fortune-yea

Aldermen: April Milne –yea  
Dennis Whitmore –yea

Lisa Eisenhauer – yea  
Tim Stoeckl – yea

Also Present: Paul Rost, City Attorney  
Kathy Runge, City Administrator/Clerk

Permanent records are kept of all minutes and ordinances. Each ordinance is read a minimum of two times by title, unless otherwise noted.

**APPROVAL OF THE AGENDA**

Mayor Fortune asked if there were any changes to the agenda. Hearing none, Alderman Stoeckl motioned to approve the Agenda seconded by Alderman Milne. The motion passed by a voice vote.

**APPROVAL OF THE CONSENT AGENDA**

Mayor Fortune asked if there were any changes to the Consent Agenda consisting of the October 3, 2018 Regular Meeting Minutes, the October 3, 2018 Closed Session Minutes, the Bills for Approval from October 4, 2018 through October 24, 2018, Credit Card List and the Quarterly \$250 Purchase List. Alderman Milne motioned to approve the Consent Agenda seconded by Alderman Eisenhauer. The motion passed by voice vote.

**REPORT OF COMMITTEES/COMMISSIONS/CONTRACTORS**

**Park Report:** Cindy Slama, Park Chairman, was not in attendance. Alderman Milne did the Park Report in her absence. Alderman Milne stated that Family Fun Day was a success. The climbing wall and The Reptile Guy were the big attractions this year. Alderman Eisenhauer stated that the activities were spread out this year which made the event seem not as crowded. Even with the threat of rain, the weather was enjoyable with the cooler temperatures. The event will be in October again in 2019.

Alderman Milne stated that the Winter Lighting event will be held at City Hall this year due to the impending work on the Lake. The Committee is still finalizing plans for the event. Mayor Fortune stated that he and Administrator Runge met with Nick from Stl. Holiday Lighting. They reviewed the lighting plan for City Hall this year. Mayor Fortune stated he felt the Board would be pleased with lights. The lights will be turned on Thanksgiving evening.

**September Financials:** Jeff Blume, Financial Advisor, reviewed the Financial Statements for September 2018 with the Board. The Board accepted the Financial Statements as submitted.

### **PRELIMINARY CITIZEN COMMENTS**

There were no citizen comments.

### **UNFINISHED BUSINESS**

**Fall Clean-up Letter Draft:** Mayor Fortune stated he created a second letter based on the guidelines from Waste Management's website. Mayor Fortune asked the Board if they would like to do the Fall Clean-up letter or wait until Spring. The Board was in agreement they would like to send out a letter to the residents this Fall. Mayor Fortune stated that he and staff will coordinate with Waste Management for bulk items to be picked up. Mayor Fortune asked the Board which letter they would prefer to be sent out to the residents. Alderman Stoeckl stated that each letter is different and deal with different issues. The Board agreed to go with the letter outlining Waste Management's guidelines.

Mayor Fortune stated that Administrator Runge needs guidelines from the Board with regard to Code Enforcement. Mayor Fortune stated that at this point he feels that the focus should be on Public Safety and these items need to be addressed. The Board was in agreement.

Alderman Eisenhauer stated that the Board needs to be clear with staff what the Board's intentions are in regards to code enforcement. There are areas of the code that need attention however, there are other areas that are very clear. There are procedures in place at this time to deal with code enforcement issues. She feels that the Board has touched on this issue in the past, however there has not been any follow through. She would like to set a meeting, potentially in January, to begin work on the nuisance code. The Board scheduled the first Board Workshop in January 2019 to begin work on this issue.

## ACTION ITEMS

1. Boly Entrance Enhancement-*Waiting on final budget numbers. BFA will be coming back with revised numbers since Mayor Fortune added an addition to the sidewalk on the west side of Boly.*
2. Lighting on Big Bend-*Mayor Fortune gave the Board an update of where things stand in regards to the street lights along Big Bend. The lights at the intersection are retrofits and the lunar panel is not made anymore. The lights by Regions were done correctly. Mayor Fortune and Administrator Runge spoke with Michael Cortese of Halophane and he stated that the intersection lights can match Regions however it will cost approximately \$300.00 per light to make this change He will work with the other representative who did the lights for Haley Holdings and correct those lights to match the lights at Regions. Mayor Fortune stated that he was not opposed to having the intersection lights different from the remaining lights. It sets them apart. The Board agreed not to make the change to the intersection lights. Alderman Eisenhauer was not happy with the fact that BFA did not have the specs on the intersection lights and that we now have this problem of the lights not matching any of the other lights. She requested that the City get a handle on where the miscommunication happened to prevent this from happening in the future.*
3. Crescent Road Landscaping Plan- *Mayor Fortune stated that he tried to schedule a Tree Board meeting with Meridith Perkins of Davey Resource Group, however Cindy Slama, Park Chairman, was out of town. He will reschedule this meeting once Ms. Slama is back in town.*
4. Community Room Sink-*Mayor Fortune stated that they met with E&M Plumbing who was the plumber during construction of the building regarding the Community Room sink. Installing the sink will require more work than what was previously thought. E&M Plumbing will give a proposal on the installation. Mayor Fortune feels this will be an expensive item.*

## NEW BUSINESS

There was no New Business.

## SPECIAL DISCUSSION

**Community Room Policy:** The question was posed if someone wanted to use the Community Room every week what is the policy. Discussion ensued. The Board decided that if it is during regular business hours it could be scheduled, however to obligate Kathy Williams regularly after hours seemed unfair.

Alderman Eisenhauer stated that the City should begin charging residents, when reservations are made after business hours, for Kathy William's time. Discussion ensued. The Board decided that the City will charge for Kathy's time.

### **Administrator's Report:**

- **Haley Holdings/Propper:** We have received the actual sign permits from Warren Signs for Haley Holdings. We are sending the applications back for corrections before they can be stamped and sent to County for approval. They have also requested a P and Z hearing for their amended final development plan concerning their landscape and civil changes.
- **Commerce Bank:** Commerce has submitted a sign permit to replace their signs. With this, they would like to have their signs displayed with two shades of green (not just the logo) at night. As they are not part of Big Bend Square, they must make this request before the Board of Adjustment.
- **SCI/Pond Analysis:** BFA is currently working on plans on how to best drain the lakes and where to distribute the soil. We are looking at a January bid date.
- **Big Bend Lighting:** Russ and I spoke with Michael Cortese, Hallophane, yesterday and he was able to explain to us the lighting options. We agreed that all of the Big Bend Lights (both sides) needed to match Regions. We are leaving the intersection lights as they are since it would require taking down each light and cutting out the lunar shields and reinstalling. He is working with his Haley counterpart to fix the south side of Big Bend to match our side; this would require the top finial to be replaced with glass and making sure the glass bowl is turned correctly.

Mayor Fortune stated that he would like to schedule the Appreciation Dinner for Wednesday, December 12<sup>th</sup>. The Board was in agreement with this date.

Also, the meeting scheduled for Wednesday, November 21<sup>st</sup> Mayor Fortune would like to cancel or reschedule. The Board was in agreement to cancel the meeting.

**Attorney's Report:** Attorney Rost stated that all was well at this time.

**Mayor and Aldermen Comments:** Alderman Stoeckl stated that there was an article in the St. Louis Post Dispatch regarding Ohlendorf Park and how it relates to the upcoming election.

Alderman Milne thanked those who helped with the last Community Get-Together.

Alderman Whitmore reminded everyone that Officer Maxwell will be conducting a self-defense class on Thursday, October 25<sup>th</sup> at City Hall.

**FINAL CITIZEN COMMENTS**

Dan Wheeler asked that once Shop n Save is gone, can the City regulate commuter parking. Discussion ensued but there was no definitive answer. Mr. Wheeler also stated that there are portable sinks available which may provide an alternative to a permanent sink in the Community Room. Mr. Wheeler asked if the City would consider having a hazardous waste disposal possibly in the Spring.

Jeff Graves stated that he would like to restrict usage of the Community Room. Comments.

**ADJOURNMENT**

There being no further business, Alderman Whitmore motioned to adjourn the regular meeting at 8:23 p.m., seconded by Alderman Milne and the motion passed with the unanimous consent of the Board of those present.

Drafted By: *Theresa Gonzales*  
Theresa Gonzales,  
Administrative Assistant

Date of Approval: 11-7-18

ATTEST:

*Kathy A. Runge*  
Kathy A. Runge,  
City Administrator/Clerk

*Russ Fortune*  
Russ Fortune,  
Mayor, Board of Aldermen