



WHERE COMMUNITY AND SPIRIT MEET®

**City Council Meeting Minutes  
Kirkwood City Hall  
Thursday, July 6, 2023, 7:00 p.m.**

Pursuant to notice of meeting duly given by the Mayor, the City Council convened on Thursday, July 6, 2023, at 7:00 p.m. at Kirkwood City Hall, 139 South Kirkwood Road, Kirkwood, Missouri. Present were: Present were Mayor Griffin, Council Members, Duwe, Gibbons, Sears and Zimmer. Also in attendance were Chief Administrative Office Russell Hawes, Assistant Chief Administrative Officer David Weidler, City Clerk Laurie Asche, Deputy City Clerk Bridget Waters, City Attorney John Hessel, Planning and Development Services Director Jonathan Raiche, Public Services Director Bill Bensing, and City Engineer Chris Krueger. Council Member Luetzow was absent and excused.

**INTRODUCTIONS AND RECOGNITIONS**

NONE

**PRESENTATION**

NONE

**PUBLIC HEARINGS**

NONE

**PUBLIC COMMENTS**

NONE

**CONSENT AGENDA**

Motion was made by Council Member Zimmer and seconded by Council Member Duwe to approve the Consent Agenda. The Consent Agenda was unanimously approved.

- a) Approval of the June 15, 2023 Council Meeting Minutes

**UNFINISHED BUSINESS**

Bill 10985, amending the provisions of the Municipal Code, Chapter 25 – Zoning and Subdivision regarding revisions to B-2 Mixed-Use Development Standards was brought before the City Council.

Roll Call:

Mayor Griffin	“Yes”
Council Member Zimmer	“Yes”
Council Member Duwe	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	Absent
Council Member Sears	“Yes”



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The bill, having received majority approval of the Council, was adopted and became Ordinance 10813.

Bill 10986, appropriating \$42,883.48 from the Equitable Sharing Fund Balance to the Police Department Machinery and Equipment Account, and accepting the bid of Wireless CCTV in the amount of \$42,883.48 (pursuant to General Services Administration GSA Advantage Cooperative Contract) for the purchase of a portable trailer surveillance camera system for the Police Department and authorizing and directing the Director of Procurement to issue a Purchase Order was brought before the City Council.

Roll Call:

Mayor Griffin	“Yes”
Council Member Zimmer	“Yes”
Council Member Duwe	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	Absent
Council Member Sears	“Yes”

The bill, having received majority approval of the Council, was adopted and became Ordinance 10814.

Bill 10987, appropriating \$14,512 from the Capital Fund Fund Balance to the Street Department Rolling Stock Account, and accepting the bid of Viking Chives Midwest in the amount of \$112,476 (pursuant to Sourcewell Cooperative Contract) for the purchase of a 2023 Ford F550 Chassis with Viking Chives Dump Body for the Street Department and authorizing and directing the Director of Procurement to issue a Purchase Order was brought before the City Council.

Roll Call:

Mayor Griffin	“Yes”
Council Member Zimmer	“Yes”
Council Member Duwe	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	Absent
Council Member Sears	“Yes”

The bill, having received majority approval of the Council, was adopted and became Ordinance 10815.



**NEW BUSINESS**

Bill 10988, appropriating \$7,103,897 from the Electric Fund Balance to the Electric Department Electricity Account for the Fiscal Year 2022/2023 Budget for purchase power expenses and wholesale power revenues was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Duwe to accept the Bill as read. Discussion took place.

The bill received first reading approval and was held over.

Bill 10989, appropriating \$150,000 from the Medical Self-Insurance Fund Fund Balance to the Medical Self-Insurance Claims Expense Account due to increased medical claims for Fiscal Year 2022/2023 was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Gibbons to accept the Bill as read. Discussion took place.

The bill received first reading approval and was held over.

Bill 10990, appropriating \$350,000 from the Workers Compensation Fund Fund Balance to the Workers Compensation Claims Expense Account due to increased medical claims for Fiscal Year 2022/2023 was brought before the City Council. Motion was made by Council Member Duwe and seconded by Council Member Gibbons to accept the Bill as read. Discussion took place.

The bill received first reading approval and was held over.

Bill 10991, appropriating \$33,486 from the Equitable Sharing Fund Balance to the Police Department Machinery and Equipment Account for upgrades to the CAD System for the Police Department was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Duwe to accept the Bill as read.

The bill received first reading approval and was held over.

Resolution 77-2023, approving the Development Plan for a Mixed-Use Project in the B-2 Zoning District located on the properties known as 116, 126, 132, 142 and 150 East Monroe Avenue and 309 South Taylor Avenue, subject to certain conditions was brought before the City Council. Motion was made by Council Member Duwe and seconded by Council Member Zimmer to accept the Resolution as read. Discussion took place.

Roll Call:

Mayor Griffin	“Yes”
Council Member Zimmer	“Yes”
Council Member Duwe	“Yes”
Council Member Gibbons	“Yes”



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Council Member Luetzow	Absent
Council Member Sear	“Yes”

Resolution 78-2023, accepting the single source proposal of Avail Switchgear Systems in the amount not to exceed of \$1,772,145 for switchgear modifications and additional spare parts for the Sugar Creek Substation for the Electric Department and authorizing and directing the Director of Procurement to issue a Purchase Order was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Duwe to accept the Resolution as read.

Roll Call:

Mayor Griffin	“Yes”
Council Member Zimmer	“Yes”
Council Member Duwe	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	Absent
Council Member Sear	“Yes”

Resolution 79-2023, authorizing and directing the Mayor to enter into an annual renewable Fleet Maintenance Services Agreement with the City of Crestwood, Missouri for all preventative vehicle maintenance to be performed by the City of Kirkwood Fleet Services Department was brought before the City Council. Motion was made by Council Member Duwe and seconded by Council Member Zimmer to accept the Resolution as read. Discussion took place.

Roll Call:

Mayor Griffin	“Yes”
Council Member Zimmer	“Yes”
Council Member Duwe	“Yes”
Council Member Gibbons	“Yes”
Council Member Luetzow	Absent
Council Member Sear	“Yes”

Resolution 80-2023, accepting the bid of Traffic Control Company in the amount not to exceed of \$95,206.82 (which includes a contingency of \$12,418.28) for 2023 Acrylic Waterborne Pavement Markings for Street Department and authorizing and directing the Mayor to enter into a contract was brought before the City Council. Motion was made by Council Member Duwe and seconded by Council Member Zimmer to accept the Resolution as read. Discussion took place.

Roll Call:

Mayor Griffin	“Yes”
Council Member Zimmer	“Yes”



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Council Member Duwe	"Yes"
Council Member Gibbons	"Yes"
Council Member Luetzow	Absent
Council Member Sear	"Yes"

### **CONSENT AGENDA ITEMS FOR DISCUSSION**

NONE

### **CITY COUNCIL REPORTS**

Mayor Griffin introduce his wife Susan and his new daughter-in-law, Tephi, who was present along with her brother Daniel that is visiting from Guatemala.

Mayor Griffin stated that July 4<sup>th</sup> festival turned out great and thanked City departments that were involved in the event.

Mayor Griffin also thanked the Electric Department for working during the powerful storms that took place over the weekend.

The City Council congratulated Director of Public Services Bill Bensing on his retirement and thanked him for his 20 years of service to the City of Kirkwood.

### **CHIEF ADMINISTRATIVE OFFICER REPORT**

Mr. Hawes thanked Director of Public Services Bill Bensing for his hard work and service with the City of Kirkwood and congratulated him on his retirement.

Mr. Hawes reported that the City of Kirkwood received an Application for Temporary Outdoor Promotional Variance from Teleo Coffee, 132 W. Monroe, to hold a 2-Year Birthday Party on August 13, 2023 on the parking lot from 8:00 a.m. to 2:00 p.m. Set up will start at 6:00 a.m. and tear down at 4:00 p.m. was brought before the City Council. Council member Gibbons recused herself from this vote. Motion was made by Council Member Duwe and seconded by Council Member Zimmer. Motion passed unanimously.

Mr. Hawes reported that the City of Kirkwood received an Application for Temporary Outdoor Promotional Variance from Chicken Out Kirkwood, LLC, 10463 Manchester Road, for a second annual party on the patio/parking lot on July 22, 2023 from 2:00 p.m. to 7:00 p.m. was brought before the City Council. Motion was made by Council Member Luetzow and seconded by Council Member Zimmer. Motion passed unanimously.

### **CITY ATTORNEY REPORT**

Mr. Hessel congratulated Director of Public Services Bill Bensing on his retirement.

### **CITY CLERK REPORT**

Ms. Asche congratulated Director of Public Services Bill Bensing on his retirement.



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### **APPOINTMENT OF COUNCIL MEMBER TO FILL VACANCY**

Mayor Griffin stated that at the June 15<sup>th</sup> City Council meeting Council Member Ward submitted his resignation effective June 16<sup>th</sup>. The City Charter lays out the process in which the Council shall appoint a replacement to fill the vacancy until the next regular municipal election, which will take place in April 2024. The person receiving the fourth most votes will be elected to fill the unexpired 2-year term.

Motion was made by Council Member Duwe and seconded by Council Member Sears to appoint former Council Member Kara Wurtz to fill the vacancy until next April. Motion passed unanimously. City Clerk Asche swore in newly appointed Council Member Wurtz.

Newly appointed Council Member Wurtz thanked the Mayor and Council for giving her the opportunity to fill the vacant Council seat until next April. Council Member Wurtz also congratulated Public Services Director Bill Bensing on his retirement and thanked him for his hard work and service to the City.

### **ADJOURNMENT**

There being no further business to come before the Council, the formal meeting was adjourned at 7:40 p.m. The next regular meeting of the Kirkwood City Council will take place at 7:00 p.m. on July 20, 2023.

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Laurie Asche  
City Clerk

***Approved:***