



WHERE COMMUNITY AND SPIRIT MEET®

**City Council Meeting Minutes
Kirkwood City Hall
Thursday, April 4, 2024, 7:00 p.m.**

Pursuant to notice of meeting duly given by the Mayor, the City Council convened on Thursday, April 4, 2024, 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, Luetzow, Sears, Wurtz, and Zimmer. Also in attendance were Chief Administrative Officer Russ Hawes, Assistant Chief Administrative Officer David Weidler, City Clerk Laurie Asche, Deputy City Clerk Bridget Waters, and City Attorney John Hessel.

INTRODUCTIONS AND RECOGNITIONS

NONE

PRESENTATIONS

NONE

PUBLIC HEARINGS

NONE

PUBLIC COMMENTS

1. Iggy Yuan, 1231 Wilton Ln.; made comments thanking Mayor Griffin and John Hessel all their years of service
2. Keith Schildroth, 40 St. Alice Ln.; made comments thanking John Hessel for his 34 years of service to the City of Florissant
3. Linda Fenton, 1861 N. Signal Hills; made comments thanking Mayor Griffin and John Hessel for all their years of service
4. Sandra James, 336 N. Harrison; made comments about Dog tags and leashes in Kirkwood, review workforce salaries, and solar energy
5. Roy Ross, 824 Elba Ln.; made comments about Tax Fraud
6. Ed Golterman, 542 Wooddell Ct.; made comments about Tax Exemptions
7. Tyler Wilson, 418 Mind Ln.; made comments thanking Council Members Wurtz, Sears, Duwe, Mayor Griffin, and John Hessel for their years of service
8. Jack Plummer, 847 Penny Ln.; made comments thanking Mayor Griffin and John Hessel for their years of service

CONSENT AGENDA

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

- a) Approval of the March 21, 2024 Council Meeting Minutes
- b) Resolution 46-2024, accepting the single source proposal of Placer Labs in the amount of \$23,100 for the purchase of Customized Visitor Data Software for the Planning and Development Services Department and



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authorizing and directing the Director of Procurement to issue a Purchase Order

- c) Resolution 47-2024, accepting the single source proposal of Survalent Technology Corporation in the amount of \$17,835 for modifications to the SCADA Software for the Electric Department and authorizing and directing the Director of Procurement to issue a Purchase Order
- d) Resolution 48-2024, accepting the bid of Snap-On in the amount of \$15,283.56 (pursuant to Sourcewell Cooperative Contract) for the purchase of EEAC334B Polartech Dual AC Machine for the Fleet Department and authorizing and directing the Director of Procurement to issue a Purchase Order
- e) Resolution 49-2024, accepting the bid of St. Charles Harley-Davidson (Big St. Charles Motorsports, LLC) in the amount of \$28,652.63 for the purchase of a 2024 Harley Davidson Motorcycle for the Police Department and authorizing and directing the Director of Procurement to issue a Purchase Order
- f) Resolution 50-2024, accepting the bid of Enterprise Consulting Group in the amount of \$16,232.45 for CheckPoint Software Support for the MIS Department for an initial term of 12 months with the option to renew for up to four additional 12 month terms, pending budgetary approval, and authorizing and directing the Mayor to enter into a contract
- g) Resolution 51-2024, accepting the bid of Don Brown Chevrolet in the amount of \$38,134 (pursuant to State of Missouri Cooperative Contract) for the purchase of a 2024 Chevy Traverse AWD for the Facilities Department and authorizing and directing the Director of Procurement to issue a Purchase Order
- h) Resolution 52-2024, accepting the bid of Sentinel Emergency Solutions, LLC in the amount of \$58,626.05 for the purchase of Thermal Imaging Cameras for the Fire Department and authorizing and directing the Director of Procurement to issue a Purchase Order

UNFINISHED BUSINESS

Bill 11031, approving a Special Use Permit Amendment and Amended Site Plan for the expansion of a Nonconforming Use (Stained Glass Studio) for Emil Frei & Associates at 1017 West Adams Avenue subject to certain conditions was brought before the City Council.

Roll Call:

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|------------------------|-------|
| Mayor Griffin | “Yes” |
| Council Member Zimmer | “Yes” |
| Council Member Duwe | “Yes” |
| Council Member Gibbons | “Yes” |
| Council Member Luetzow | “Yes” |
| Council Member Sears | “Yes” |
| Council Member Wurtz | “Yes” |



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The bill, having received majority approval of the Council, was adopted and became Ordinance 10857.

NEW BUSINESS

Bill 11032, amending the Kirkwood Code of Ordinances, Chapter 14, Article VIII. Section 14-393 “Schedule C: No Parking Zones” by adding no parking on the north side of East Essex Avenue between Woodlawn Avenue and Longview Avenue was brought before the City Council. Motion was made by Council Member Luetzow and seconded by Council Member Wurtz to accept the bill as read. A discussion took place.

The bill received first reading approval and was held over.

Resolution 53-2024, accepting the bid of T&R Electrical Supply Co, Inc. in the amount of \$139,110 for the purchase of Single Phase Pole Mount and Three Phase Pad Mount Dual Voltage Transformers 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 Duwe and seconded by Council Member Luetzow 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	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”

Resolution 54-2024, amending Resolution 19-2024 with Anixter, Inc. by increasing the Purchase Order amount by \$228,635 for a total amount of \$313,500 for the purchase of 35KV and 15KV ERP Cable for the Electric Department and authorizing and directing the Director of Procurement to issue an amended Purchase Order was brought before the City Council. Motion was made by Council Member Gibbons and seconded by Council Member Zimmer to accept the Resolution as read. A discussion took place.

Roll Call:

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



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Council Member Wurtz "Yes"

Resolution 55-2024, accepting the bid of Sweetens Concrete Services in the amount not to exceed of \$384,707 (which includes a contingency of \$63,191.80) for the 2024 Concrete Replacement Project for the Engineering Department and authorizing and directing the Mayor to enter into a contract was brought before the City Council. Motion was made by Council Member Luetzow and seconded by Council Member Gibbons to accept the Resolution as read. A discussion took place.

Roll Call:

Mayor Griffin	"Yes"
Council Member Zimmer	"Yes"
Council Member Duwe	"Yes"
Council Member Gibbons	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Wurtz	"Yes"

Resolution 56-2024, accepting the bid of Spencer Contracting in the amount not to exceed of \$338,881 (which includes a contingency of \$44,201.65) for the 2024 Asphaltic Concrete Overlays for the Engineering Department and authorizing and directing the Mayor to enter into a contract was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Luetzow to accept the Resolution as read. A discussion took place.

Roll Call:

Mayor Griffin	"Yes"
Council Member Zimmer	"Yes"
Council Member Duwe	"Yes"
Council Member Gibbons	"Yes"
Council Member Luetzow	"Yes"
Council Member Sears	"Yes"
Council Member Wurtz	"Yes"

Resolution 57-2024, accepting the bid of Corrective Asphalt Materials in the amount not to exceed of \$117,123 (which includes a contingency of \$4,000.96) for the 2024 Emulsified Maltene Based Asphalt Rejuvenator Project for the Engineering 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 Luetzow to accept the Resolution as read.

Roll Call:

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

Resolution 58-2024, authorizing the Mayor to enter into a Cooperation Agreement with the City of Glendale for use of the Kirkwood Facilities and Programs through March 31, 2027 was brought before the City Council. Motion was made by Council Member Wurtz and seconded by Council Member Zimmer to accept the Resolution as read. A discussion took place.

Roll Call:

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

Resolution 59-2024, accepting the proposal of Faith Group, LLC in the amount of \$56,200 for Commissioning Agent Services for the Community Center Renovations and authorizing and directing the Mayor to enter into a contract was brought before the City Council. Motion was made by Council Member Luetzow and seconded by Council Member Zimmer 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	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”

Resolution 60-2024, accepting the proposal of Navigate Building Solutions in the amount of \$90,740 for upgrades to the Kirkwood Ice Rink and authorizing and directing the Mayor to enter into a contract was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Luetzow to accept the Resolution as read.

Roll Call:



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

Resolution 61-2024, amending the contract with Christner Architects by increasing the contract amount by \$3,705 for a total not to exceed amount of \$762,395 for Community Center Renovations and authorizing and directing the Mayor to enter into an amended contract 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	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”

Resolution 62-2024, amending the contract with United Construction ENT. Co. of St. Louis by accepting Change Order #2 and increasing the contract amount by \$93,192.50 (which includes an additional contingency of \$50,000) for a total not to exceed amount of \$8,125,431.50 for Community Center Renovations and authorizing and directing the Mayor to enter into an amended contract was brought before the City Council. Motion was made by Council Member Zimmer and seconded by Council Member Luetzow 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	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”



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Resolution 63-2024, amending the City of Kirkwood’s Deferred Compensation Plan was brought before the City Council. Motion was made by Council Member Wurtz 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	“Yes”
Council Member Sears	“Yes”
Council Member Wurtz	“Yes”

CONSENT AGENDA ITEMS FOR DISCUSSION

NONE

CHIEF ADMINISTRATIVE OFFICER REPORTS

Mr. Hawes had nothing to report.

CITY ATTORNEY REPORTS

Mr. Hessel had nothing to report.

CITY CLERK REPORTS

Ms. Asche read the report of the April 3, 2024 meeting of the Planning and Zoning Commission, the following action was taken:

1. By a vote of 7-0, the Commission recommended approval of Special Use Permit for an Accessory Dwelling Unit at 740 North Taylor Avenue in a detached structure. A public hearing before the City Council is requested.

CITY COUNCIL REPORTS

Mayor Griffin made remarks congratulating the new Council Members; Mark McLean, Gina Jaksetic, Paul Schaefer, Al Rheinnecker, and new Mayor Elect Liz Gibbons. Mayor Griffin also thanked City Attorney John Hessel and his years of service to the City of Kirkwood.

Council Member Gibbons inform the Council about the meeting with the Missouri Passenger Rail Action Committee. MoDot has contracted with advance media and redone the Missouri River Run website and are putting out social media ads.

Council Luetzow informed Council about the event planting a tree at Meramec College Campus at 9 am. The College is now designated as a Tree Campus.

The Council all made comments thanking John Hessel for years of service to Kirkwood



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Mayor Griffin presented John Hessel with a plaque that will be hung outside the Council Chambers.

John Hessel thanked the Mayor and Council for the plaque and all the fond memories working for Kirkwood.

CAO Hawes thanked John Hessel for his years of service

City Clerk Asche also thanked John Hessel for his years of service.

ADJOURNMENT

There being no further business to come before the Council, the formal meeting was adjourned at 8:20 p.m. The next regular meeting of the Kirkwood City Council will take place at 7:00 p.m. on April 18, 2024.

Laurie Asche
City Clerk

Approved: