



WHERE COMMUNITY AND SPIRIT MEET®

### **WORK SESSION MINUTES**

A work session of the Kirkwood City Council was held on July 11, 2024, at 4:30 p.m. at Kirkwood City Hall, 139 S. Kirkwood Road, Kirkwood, Missouri. Present Mayor Gibbons, Council Members Jaksetic, Luetzow, McLean, Rheinnecker, Schaefer, and Zimmer. Also in attendance were Chief Administrative Officer Russell Hawes, Assistant Chief Administrative Officer David Weidler, City Clerk Laurie Asche, Director of Public Services Chris Krueger, Communications Manager Jessica Winter, and City Attorney John Hessel.

### **MOTION TO CLOSE THE MEETING**

Motion was made by Council Member Zimmer and seconded by Council Member Schaefer to close the meeting pursuant to RSMo Chapter 610.021 (1 – Legal).

Roll Call:

Mayor Gibbons	“Yes”
Council Member Schaefer	“Yes”
Council Member Zimmer	“Yes”
Council Member Jaksetic	“Yes”
Council Member Luetzow	“Yes”
Council Member McLean	“Yes”
Council Member Rheinnecker	“Yes”

The meeting was closed.

### **MOTION TO OPEN THE MEETING**

Motion was made by Council Member Rheinnecker and seconded by Council Member McLean to open the meeting.

Roll Call:

Mayor Gibbons	“Yes”
Council Member Schaefer	“Yes”
Council Member Zimmer	“Yes”
Council Member Jaksetic	“Yes”
Council Member Luetzow	“Yes”
Council Member McLean	“Yes”
Council Member Rheinnecker	“Yes”

The meeting was opened.

### **APPROVAL OF THE JUNE 20, 2024 WORK SESSION MINUTES**

Motion was made by Council Member Schaefer and seconded by Council Member Luetzow to approve the minutes of June 20<sup>th</sup> Work Session. The minutes were approved, with Council Members Rheinnecker, McLean, and Zimmer abstaining.



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## **APPROVAL OF THE JULY 3, 2024 WORK SESSION MINUTES**

Motion was made by Council Member Zimmer and seconded by Council Member Schaefer to approve the minutes of the July 3<sup>rd</sup> Work Session. The minutes were approved, with Council Member Luetzow abstaining.

## **DISCUSSION ON CITY ATTORNEY RESIDENCY**

Chief Administrative Officer Hawes suggested that the Council discuss the Charter provision requiring that the City Attorney live in the City of Kirkwood.

The Council's consensus is to eliminate the requirement that the City Attorney must live in the City of Kirkwood and add it to the November 5<sup>th</sup> ballot.

## **PUBLIC SERVICES BUDGET PLANNING DISCUSSION**

Director of Public Services Chris Krueger was in attended to discuss Public Services budget planning with the Council. Public Services encompasses four departments: Engineering, Sanitation, Street, and Water. Some of the discussion is as follows:

### **Engineering:**

- The department reviews and issues excavation permits in the right of way, grading permits, driveway permits, stormwater reviews for a building permit, manages traffic signals and lighted pedestrian crossing.
- Staffing consists of 5.33 employees.
- New employees: Assistant City Engineer will start on August 1, 2024, and a new City Forester will begin on July 29, 2024.
- Grants that are awarded for projects all require a match from the City.
- The City will find out if awarded the grant in August 2024 for the Grants Trail Phase II Project.
- The City has already completed a Vision Zero Action Plan. A Supplemental Action Plan will look more in-depth at the implementation of the actual plan.
- If the Transportation Development District (TDD) passes
- The goal is to do a City-wide Storm Water Master Plan.

Some discussion took place as follows:

- It was requested that if the Transportation Development District (TDD) tax passes, the map showing the possible street repairs could be expanded to show more than 2-years worth of repairs.
- It was requested that possible damage to fire trucks loaded with water due to raised intersections be looked into.
- Question was raised regarding if the sidewalks on East Essex will stay as asphalt or go back to being concrete. The sidewalks will go back to being concrete.
- Question was raised regarding if the 27 miles of the streets in Kirkwood are considered by lane miles. No, the 27 miles of streets is driving down both sides of the street.
- Question was raised regarding what the PCI rating now. PCI rating was 80.8 last year; this year it is 70.0.



### **Sanitation:**

- Staffing consists of 16.33 employees.
- Recycling, Trash, and Yard Waste services 9,244 customers using six routes (3 trash and 3 recycling), with each route servicing approximately 1,500 residences per day.
- The recycling center on Taylor is very well utilized. It is the intent to move the center to the new Public Works facility.
- Biggest challenge for the department is the maintenance and equipment failure on trash trucks.
- Residents who play the Recycle Quest Game can become “Certified Kirkwood Recyclers.” They can also sign up for a special collection service or bulky pickup.

Some discussion took place as follows:

- Question was raised regarding if the City has ever done any printed information on recycling. Yes, it is provided in the utility billings
- Suggestion was made regarding making the Sanitation’s webpage more user-friendly and easier to navigate.
- Question was raised regarding how much the City is getting paid for recycling per ton. It varies every single month, and it depends on the market. Staff will look into and provide information to the Council.

### **Street:**

- Staffing consists of 13 employees.
- The department’s primary role is to complete street patching in asphalt or concrete.
- The department is also responsible for: plowing snow and spreading salt in the winter, street signage done in-house, and street pavement striping.

Some discussion took place as follows:

- Question was raised regarding if there is a new development and the developer has to do some repairs that causes damage to the street, who is responsible for repairing the street. The homeowner or the property builder would be responsible.
- Question was raised regarding who is responsible for keeping track of the repair to the street or sidewalk due to damage from development. The Engineering Department is responsible. An Excavation permit would be filed with the Building Department.

### **Water:**

- Staffing consists of 18.84 employees.
- The department is responsible for: repairing main breaks, monitoring and working on pump stations and 4 water towers, managing permanent restoration of main breaks.
- Water main replacement is being planned for: Big Bend from Fillmore to Kirkwood Road, and Raynor Road and Taylor Young Drive.
- A 5% increase in water rates is planned for in April 2025.



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- Lead Service Line (LSL) Inventory: Kirkwood Water serves approximately 10,000 service lines, 530 known LSLs, and 1,500 unknown materials. The City has applied for \$2 million to fund replacement service lines but has not been awarded the money.
- Planned project for fiscal year 2025/2026: Design of Park #2 Pump Station, Woodgate water main replacement construction, Lockett Road water main replacement construction, and Marshall Road transmission line 20" EZ Valve installation.

Some discussion took place as follows:

- Question was raised regarding if a home has lead service line pipes, will the City make the homeowner replace the line.
- Question was raised regarding how much the department has in reserves right now. The final numbers are not yet available since the 20% increase was approved.
- It was requested that a map color coding the water mains and streets would be helpful when considering which streets and water mains are high-priority.

**MOTION TO CLOSE THE MEETING**

Motion was made by Council Member McLean and seconded by Council Member Zimmer to close the meeting pursuant to RSMo Chapter 610.021 (1 – Legal).

Roll Call:

Mayor Gibbons	"Yes"
Council Member Schaefer	"Yes"
Council Member Zimmer	"Yes"
Council Member Jaksetic	"Yes"
Council Member Luetzow	"Yes"
Council Member McLean	"Yes"
Council Member Rheinnecker	"Yes"

The meeting was closed.

**MOTION TO OPEN THE MEETING**

Motion was made by Council Member Zimmer and seconded by Council Member Schaefer to open the meeting.

Roll Call:

Mayor Gibbons	"Yes"
Council Member Schaefer	"Yes"
Council Member Zimmer	"Yes"
Council Member Jaksetic	"Yes"
Council Member Luetzow	"Yes"
Council Member McLean	"Yes"
Council Member Rheinnecker	"Yes"

The meeting was opened.



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There being no further matters to come before the council, the meeting was adjourned.

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Laurie Asche  
City Clerk