

**TUESDAY, SEPTEMBER 5, 2023 7:00 P.M.**  
**BOARD OF ALDERMEN**  
**MINUTES**

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MAYOR MIKE WILCOX

ALDERMAN PAUL ROETTGER

ALDERMAN AARON NAUMAN

ALDERMAN LISA CAPSHAW CUSHING

ALDERMAN BERRY LANE

ALDERMAN TONY ROBERTS

ALDERMAN WHITNEY ROPER

CITY ATTORNEY, JIM HETLAGE  
CITY ADMINISTRATOR, BEN DECLUE

MEETING CALLED TO ORDER

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The meeting was called to order at 7:00 PM by Mayor Wilcox.

ROLL CALL

Present: Alderman Roettger, Alderman Nauman, Alderman Capshaw Cushing (present via Zoom video conference), Alderman Roper, Alderman Lane, Alderman Roberts

Absent: None

Also Present: Chief Jeff Beaton, Terry Jones, City Attorney Jim Hetlage, City Administrator Ben DeClue

APPROVAL OF THE AGENDA

Mayor Wilcox asked if there were any changes to the September 5, 2023 meeting agenda. There were none. Alderman Nauman motioned to approve the agenda. Alderman Roettger seconded the motion which was unanimously approved.

APPROVAL OF THE MINUTES FROM AUGUST 21, 2023 MEETING

Mayor Wilcox asked if there were any changes or corrections to the Board minutes from the August 21, 2023 meeting. Alderman Nauman motioned to approve the minutes from August 21, 2023. Alderman Roper seconded the motion, which was unanimously approved.

CITIZEN COMMENTS

None

ORDINANCES FOR FIRST READING

B18-23 AN ORDINANCE ADOPTING AN UPDATED PERSONNEL  
POLICY MANUAL FOR THE CITY OF GLENDALE

Alderman Roettger motioned to approve the first reading of Bill B18-23. Alderman Lane seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue stated that the significant updates to the personnel manual had been reviewed with the Board over the past few months and included adoption of a parental leave program, modifications to the discipline and grievance policies to ensure discipline is handled within the discipline section and all discipline is appealable, cleans up the language governing being on unpaid leave status, and changes to the drug and alcohol policy to clarify regulations concerning marijuana use in light of the approval of Amendment 3 to the Missouri constitution in 2022. The manual also cleans up language in other areas without altering the benefit involved, such as clarifying the vacation accrual schedule.

Mayor Wilcox asked if there were any questions or comments. None were presented.

Mayor Wilcox called for a vote. The first reading was unanimously approved on a voice vote.

Mr. DeClue read the Bill by caption only.

Mayor Wilcox noted the ordinance would be read for a second and final time at the next meeting.

B19-23 AN ORDINANCE APPROVING AN OPERATIONS  
MAINTENANCE CAPITAL IMPROVEMENT PROGRAM  
REIMBURSEMENT WITH THE METROPOLITAN SAINT LOUIS  
SEWER DISTRICT FOR A STORMWATER MASTER PLAN

Alderman Lane moved approval of the first reading of Bill B19-23. Alderman Nauman seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue stated that this was the third and final reimbursement we would receive for this project from Glendale's share of the OMCI funds from MSD. The final reimbursement is approximately \$47,000. Mr. DeClue further stated the next project that will be submitted for multi-year reimbursement is the stormwater ordinance and BMP/design manual Lochmueller is currently working on.

Mayor Wilcox asked if there were any questions or comments. None were heard.

Mayor Wilcox called for a vote. The first reading was unanimously approved on a voice vote.

Mr. DeClue read the Bill by caption only.

Mayor Wilcox noted the ordinance would be read for a second and final time at the next meeting.

## RESOLUTIONS

### R37-23 A RESOLUTION READOPTING AND REAFFIRMING THE REQUIREMENTS AND POLICIES OF CHAPTER 110 OF THE MUNICIPAL CODE OF THE CITY OF GLENDALE RELATED TO CONFLICTS OF INTEREST

Alderman Lane moved approval of the reading of Resolution R37-23. Alderman Nauman seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue reported that the Missouri Ethics Commission requires re-adoption or re-affirmation of conflict-of-interest rules at least bi-annually and that the Missouri Municipal League recommends adoption annually. The resolution re-states the codified ordinance concerning conflicts of interest and will be sent to the Missouri Ethics Commission upon its approval, no later than September 15.

Mayor Wilcox asked if there were any additional comments or questions. There were none.

Mayor Wilcox called for a voice vote which was unanimously approved.

### R38-23 A RESOLUTION AUTHORIZING A CONTRACT WITH MORTON SALT INC FOR THE PURCHASE OF SUPPLEMENTAL ROCK SALT FOR FISCAL YEAR 2024

Alderman Roettger moved approval of the reading of Resolution R38-23. Alderman Roper seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue reported that this bid is for secondary rock salt only, as Glendale participates in the salt consortium managed by the City of Chesterfield for its primary salt purchases. If the salt is not needed, it is not purchased. Mr. DeClue noted that the City received 4 bids, with Morton Salt being the lowest bid for the second year in a row by maintaining their previous bid of \$79.96/ton delivered.

Mayor Wilcox asked if there were any additional comments or questions. There were none.

Mayor Wilcox called for a voice vote which was unanimously approved.

### R39-23 A RESOLUTION AUTHORIZING THE PURCHASE OF FOUR RECTANGULAR RAPID FLASHING BEACONS CROSSWALK SYSTEMS FROM TAPCO

Alderman Lane moved approval of the reading of Resolution R39-23. Alderman Roper seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue reported that the signs are double sided and will be installed on the two western crosswalks on Kirkham, one closest to North Glendale and the other at the intersection with Elmwood. The signs are double sided with two strobe lights above and below the sign which light up when a pedestrian pushes the button to cross. Mr. DeClue said he and staff believe that this will significantly improve pedestrian safety on Kirkham Road.

Mayor Wilcox asked if there were any additional comments or questions. There were none.

Mayor Wilcox called for a voice vote which was unanimously approved.

R40-23 A RESOLUTION AUTHORIZING THE PURCHASE OF 2025 FORD F750 CAB AND CHASSIS FROM BROADWAY FORD TRUCK CENTERS AND REHABILITATION AND INSALLATION OF AN EXISTING BODY AND SNOWPLOW TO SAID NEW CHASSIS BY MIDWEST SYSTEMS TRUCK EQUIPMENT FOR THE PUBLIC WORKS DEPARTMENT

Alderman Nauman moved approval of the reading of Resolution R40-23. Alderman Roettger seconded the motion.

Mayor Wilcox asked for a report.

Mr. DeClue reported that this project was being done in lieu of the purchase of a fully new dump truck due to inflation having forced the price of a new vehicle well beyond the budgeted amount of \$135,000. The City has to purchase a Ford brand vehicle due to the other manufacturer's products not fitting inside of our facility. Bids were solicited, but only one was received and their submission was not done according to the methods required by the RFP. Terry Jones then spoke and noted that as the City had no bidders, it began negotiations directly with Broadway Ford on the purchase of a new cab and chassis. He then noted that after having received no valid bids for a new truck then sought bids for the restoration of an existing dump truck bed and snow plow and the cost to have those items installed on the new cab and chassis. Ultimately, the price for the new cab and chassis is \$72,500.00 from Broadway Ford and the snow plow and truck bed rehabilitation and installation was \$46,222.00 from Midwest Systems Truck Equipment. The resolution authorizes the maximum budgeted amount of \$135,000.00 in case a contingency is needed. Mr. DeClue noted that large vehicle purchases such as this take a significant amount of time and that it would not likely be ready until next fiscal year.

The Mayor inquired as to whether Public Works had the equipment they needed for snow events this season and Mr. Jones stated that they do and that the current truck is not inoperable, just very old and no longer able to be repaired easily or cheaply.

Mayor Wilcox asked if there were any additional comments or questions. There were none.

Mayor Wilcox called for a voice vote which was unanimously approved.

## REPORTS

### Mr. DeClue

Mr. DeClue noted the new code enforcement program is going well, with Mr. Slaughter now up to speed on current code issues and being proactive in identifying new ones in the community.

Mr. DeClue noted Jazzfest is on the 22<sup>nd</sup>, that the lineup of food vendors and music acts is set, and that advertising for the event has begun with street banners, advertisements in the Webster-Kirkwood Times, and social media. Mayor Wilcox noted that Jazzfest was on his list of report items as well and asked staff what changes were planned this year based on last year's debrief. Mr. DeClue, Chief Beaton, and Mr. Jones noted that significant security changes were planned, including restricting access to the terraced area of the Fire Department, adding a dedicated security officer in the south parking lot to control children's play, and restricting access to the porch outside of the City Administrator's office and cell tower enclosure to prevent children from jumping between them. Additionally, the food and drink vendors have been reconfigured to be closer to the musical act area to provide better access for customers.

### Alderman Roettger

Alderman Roettger thanked Mr. DeClue for his efforts in coordinating a solution to a significant tree concern on Algonquin Estates Road, noting it required working with multiple arborists and a tree removal service.

Alderman Roettger thanked Mr. Jones for his creativity regarding the dump truck rehabilitation project.

### Alderman Roper

None

### Alderman Lane

Thanked Chief Beaton for his continued work on department accreditation through the Missouri Police Chiefs Association and noted she was pleased we are on track for an assessment by the end of the year.

### Alderman Capshaw Cushing

None

### Alderman Roberts

None

### Alderman Nauman

None

Jim Hetlage

None

Mayor Wilcox

Mayor Wilcox was pleased to hear the code enforcement program was working well and requested Mr. Slaughter come to a future Board of Aldermen meeting in October to give an update on the program, what he has learned since starting, and what, if anything, he needs from the Board of Aldermen to help him with his work. Mr. DeClue and Chief Beaton said they agreed that was a good idea and would have him on a future agenda for such an update.

Mayor Wilcox suggested the City do some additional CodeRed promotion at the Jazzfest event later this month. He suggested flyers be handed out at the First Aid tent and signs with QR codes be made up. Chief Beaton agreed and said he would look into the signs immediately.

### EXECUTIVE SESSION

Alderman Lane moved to adjourn to Executive Session. Alderman Nauman seconded the motion. There being no further questions or discussion, Mayor Wilcox called for a vote:

Ayes: Alderman Roettger, Alderman Nauman, Alderman Lane, Alderman Capshaw Cushing, Alderman Roper, Alderman Roberts

Nays: None

### ADJOURNMENT

Alderman Nauman moved to adjourn the meeting, seconded by Alderman Roper. The motion was unanimously approved.

These minutes are approved as submitted this 18th day of September, 2023

Benjamin DeClue  
City Administrator/City Clerk