



Meeting of the
Administration/Public Works Committee
Record of Proceedings - DRAFT
Tuesday, March 2, 2021 at 6:30 pm
Via Zoom

I. Welcome and Roll Call

Chair Garritano called the meeting to order at 6:30 pm. Attendance roll call was taken with following results:

Committee Members in Attendance:

Chair Joe Garritano
Council Member Dave Bertolino
Council Member Larry Brost
Council Member Lauren Edens
Council Member Joe Farmer
Council Member Dan Flaschar
Council Member Rob Rambaud
Council Member Kenneth Remy

Staff Members in Attendance:

City Administrator (Interim) Steve Cross
Director of Public Works Rick Brown
City Attorney John Young
Meeting Recorder Carla Patrick

II. Approval of Meeting Minutes from February 2, 2021

The minutes of the February 2, 2021 meeting were submitted for Committee approval.

Council Member Flaschar motioned for approval of the February 2, 2021 meeting minutes, and Council Member Remy seconded the motion. A voice vote was taken with unanimous favorable support. Therefore, Chair Garritano declared the motion passed.

III. Public Participation –

Ed Marshall, Ward 1, spoke to consideration of Ordinance 2598, noting that the City Council meeting start time was part of the original City structure supporting resident attendance at such meetings.

IV. Public Works

A. For Information – None

B. For Action

1. Contractor Bids for 2021 Asphalt Resurfacing Project (Wards One, Six and Eight)

Public Works Director Brown proposed contracting with N.B. West Contracting per their low bid for asphalt resurfacing for streets to include portions of Woods Avenue, Model Realty Road and Ossenfort Road.

Discussion included product detail (Nova chip overlay) and the effects to this project of the Woods Road drainage repairs.

Council Member Bertolino motioned to recommend contracting with N.B. West Contracting for the not to exceed amount of \$350,000 for the 2021 Asphalt Resurfacing Project. Council Member Rambaud seconded the motion. A voice vote was taken with unanimous favorable support. Therefore, Chair Garritano declared the motion passed.

2. Contractor Proposals for Maintenance of Native Landscaping Areas

Public Works Director Brown proposed contracting with Native Landscape Solutions for the maintenance of three stormwater management basin areas for the period March-December 2021 per their low bid of \$12,705 for such.

Discussion included visual impact at site, addition of signage noting ecology of area plantings and the potential opportunity for Eagle Scout project in site maintenance.

Council Member Edens motioned to recommend contracting with Native Landscape Solutions for maintenance of three City stormwater management basin areas for the remainder of 2021 in the not to exceed amount of \$12,705 plus a \$5,000 contingency for additional work as determined by the Public Works Department. Council Member Flaschar seconded the motion. A voice vote was taken with unanimous favorable results. Therefore, Chair Garritano declared the motion passed.

V. Administration

A. For Information

1. Sales Tax Summary through December 2020 (Wards – All)

City Administrator Cross presented a graph tracking by month of the 1% General Fund Sales Tax for the year 2020.

B. For Action

1. Council Meeting Start Time Ordinance #2598 (Wards – All)

A draft of Bill #2598 was provided for Committee review relative to placement on municipal ballot for the April 5, 2021 election.

Discussion included meeting efficiency measures, concern for resident attendance, no flexibility in start time now as it is codified and physical and virtual attendance options.

Council Member Bertolino motioned to deny moving forward with Bill 2598. Council Member Farmer seconded the motion. After further discussion, both Council Members withdrew the motion.

Council Member Edens motioned to recommend approval of Ordinance 2598 as drafted, with a change of the meeting start time of 6:30 pm changed to 7:00 pm stated in subsection (a) of Section 3.8 Legislative Proceedings. Council Member Flaschar seconded the motion. A roll call vote was taken with the following results:

Bertolino	Yes	Flaschar	Yes
Brost	No	Garritano	Abstain
Edens	Yes	Rambaud	No
Farmer	Yes	Remy	Yes

Therefore, Chair Garritano declared the motion passed.

Council Member Remy motioned to amend the above motion to include language in Section 3.8 Legislative Proceedings wherein City Council shall meet regularly, at least once each month at 7:00 pm, or at such time or place as Council may rule, wherein on occurrence of meetings prior to a 7:00 pm start time, Council shall provide procedures inclusive of remote participation consistent with applicable law. A roll call vote was taken with the following results:

Bertolino	Yes	Flashcar	Yes
Brost	No	Garritano	Abstain
Edens	Yes	Rambaud	Yes
Farmer	Yes	Remy	Yes

Therefore, Chair Garritano declared the motion passed.

2. Committee Meetings Start Time and Duration (Wards – All)

A worksheet was provided of City Council committees/commissions inclusive of dates and times of the meetings.

Discussion included meeting efficiencies, ordinance requirements and respect for staff time.

Council Member Remy motioned that City Administrator (interim) Cross request of committee chairs whether they need to meet as often as currently, and if late afternoon/end of work day start times could be accommodated with use of remote meeting options. Council Member Bertolino seconded the motion. A voice vote was taken with unanimous favorable results. Therefore, Chair Garritano declared the motion passed.

3. Council and Committee Meetings in 2021 – Virtual/In Person (Wards – All)

City Attorney Young presented a resolution draft establishing policy for remote participation in City Council Meetings.

Council Member Edens motioned for postponement of this item. Council Member Flaschar seconded the motion. A voice vote was taken with unanimous favorable support. Thereore, Chair Garritano declared the motion passed.

VI. Items Not Ready for Action

A. High Priority

1. Review of MoDOT RSA (Wards – One and Six)
2. Penalties Regarding Breach of Executive Session Confidentialities (Wards – All)
3. Bias Training for City Officials (Wards – All)
2. Social Media Policy (Wards – All)

4. Medium Priority

1. Review of City Flag (Wards – All)

C. Low Priority

1. No Items

VII. Miscellaneous

Council Member Edens inquired as to whether privately owned overhanging trees required the same form. It was noted that cutting back of such should be paid by the owner or HOA.

VIII. Executive (Closed) Session [RSMO 610.021(3) 1994]

Hiring, Firing, Disciplining, or Promoting of Particular Employees by a Public Government Body when Personal Information about the Employee is Discussed or Recorded

Council Member Edens motioned to move into Executive Session. Council Member Farmer seconded the motion. A roll call vote was taken with the following results:

Bertolino	Yes	Flashcar	Yes
Brost	Yes	Garritano	Yes
Edens	Yes	Rambaud	Yes
Farmer	Yes	Remy	Yes

Therefore, Chair Garritano declared the motion passed and members moved into Executive Session at 8:22 pm.

By motion, the members returned from Executive Session at 8:36 pm

IX. Next Meeting

The next meeting of the Administration/Public Works Committee is scheduled for April 13, 2021

X. Adjournment

Council Member Farmer motioned for meeting adjournment. Council Member Brost seconded the motion. A voice vote was taken with unanimous favorable support. Therefore, Chair Garritano declared the meeting adjourned at 8:37 pm.