

Meeting Minutes
Department of Public Works Committee Meeting
August 16, 2017
8:15 am

The meeting was called to order at 8:04 am.

The following members were present

Mark Ratterman, Bob Watt, Randy Parham, Clint Williams

Also present

Councilman Patrick Hensley, Anne Lamitola; Director of Public Works

Adoption of the Agenda

Mark Ratterman asked for a motion to approve and adopt the agenda; Bob Watt made a motion, Clint Williams seconded the motion. All present were in favor.

Approval of June 6, 2017 minutes

Mark Ratterman asked for a motion to approve the June, 2017 meeting minutes; Randy Parham made a motion to approve the minutes, Bob Watt seconded the motion. All present were in favor.

Public Forum

Mr. Ellis Barnes, 6 Pebble Creek Rd., was in attendance regarding issues at his property which is along the creek. He expressed concerns about losing his fence and pool equipment to bank erosion and asked for guidance on what steps could be taken to fix the issue. Ms. Lamitola stated that she had been in contact with MSD regarding the issue. It is not a project that is scheduled for funding by the City in the Storm Water Master Plan Implementation. The City would need to review any plans as soon as Mr. Ellis had them.

Project Updates

Lay Road Improvements

Ms. Lamitola stated that the right-of-way acquisitions were complete with all 18 being received. Of the six that Ms. Lamitola worked on five of the six were donated.

The City is waiting for MoDOT approval of the final plans and specifications and will proceed with bidding out the project as soon as the necessary approvals are in place.

Storm Water Needs Program

Ms. Lamitola stated that the City Council approved the implementation plan at the July meeting. They will not be spending any design money until letters of intent have been received from residents impacted. The City would send letters of intent to be signed so that it could be determined if a project would move forward. Lack of total participation could keep a project from moving forward resulting in other projects getting moved up in the ranking. There would be organized meetings for the top 8 projects. Engineering consultants will be selected to design the first projects and design funds are included in the 2018 proposed budget.

An audience member asked about the possibility of funding projects through a CID (Community Improvement District) and Ms. Lamitola stated that because the issues were on private property they would not qualify for a CID, but could possibly qualify for a NID (Neighborhood Improvement District).

ADA Self-Evaluation and Transition Plan

The self-evaluation of the City campus was underway. This involves evaluation of City buildings to see if they are accessible such as bathrooms or entry ways. Some items will be easy fixes where others will be more involved. The Clayton Rd. sidewalks would be a challenge. All new sidewalks are compliant. An ADA open house was held at City Hall and local schools were invited for their input. We did not receive much feedback from the schools. The City would like to get input from Paraquod on parking, building doors, bathrooms etc.

Mr. Ratterman asked if this review and the outcome impacts future federal funding. Ms. Lamitola stated that for now, East-West Gateway Council of Government is polling municipalities to determine who has completed an ADA transition plan. In the future, a transition plan may become a prerequisite to qualify for federal funds. The state is taking stock of who has a plan in place and who does not.

Microsurfacing on Old Warson and Woodlawn

Microsurfacing will take place on two consecutive nights; August 22nd and 23rd. There are message boards out with the information on the road closure and notices was given to residents impacted.

Transportation Alternatives Program (TAP) Funding for trail in Edie's Mulch Site and South 40 Drive

The City did not receive TAP funding for the trail project on S. Outer Forty. A list was provided of who did and did not receive funding. The City has asked for a debriefing on the application and why we did not receive funding, as well as what we can do better next time. McKnight sidewalks in Richmond Heights did receive money after their 3rd time applying. Mr. Ratterman

stated that they had support from all business and at least 100 signatures of support from residents and business owners.

Organizational Chart

A new organizational chart was presented displaying how the department currently was operating. After Mike Wooldridge left the City the Building Department was moved from under Administration to under the Department of Public Works, but that was not documented. Previously many of the positions in the Building Department were consultants and not full time employees, which is no longer the case.

The Building Official currently serving the Building Department is under a 90-day contract. The full-time job opening had been posted.

A discussion about Advisory Boards followed. Ms. Lamitola stated that all boards were appointed by the Mayor. The Architectural Review Board (ARB) was going through a review process for new guidelines. Ms. Lamitola would be working on a rewrite of the ordinance relating to ARB.

Proposed 2018 Capital Fund Budget

Ms. Lamitola presented the Committee with the proposed 2018 capital fund budget. With the discontinuance of the mulch program a large equipment budget came out as it is no longer needed. The E-10 flair was moved up for purchase in 2018. The Public Works Department would also be getting the Fire Department's old generator to replace the current generator that is very old. They have also budgeted for a mini loader for sidewalk maintenance.

City Hall and the Building Department needs an assessment of the facilities for space and use. There are more people working in the spaces and an upstairs that is not accessible for use. A needs assessment was proposed for 2020 and renovation for 2025. In 2019 the Building Department would address concerns with archiving plans, equipment needs such as a scanner and server equipment.

Other Matters Deemed Appropriate

City Council approved Lloyd Palans, a member of the Storm Water Advisory Committee to join the MSD rate Commission. Mr. Palans will be Ladue's representative on the rate commission. Mr. Bommarito addressed the Committee to share his appreciation for their how important their work and help is with decision making that impacts the look of things in the City.

Mr. Parham made a motion to adjourn. Mr. Williams seconded the motion. The meeting was adjourned at 9:12am.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Ratterman". The signature is fluid and cursive, with a prominent initial "M" and a long, sweeping underline.

Mark Ratterman

Department of Public Works Committee