

CITY OF TOWN AND COUNTRY
PUBLIC WORKS COMMISSION
MUNICIPAL CENTER COMMUNITY ROOM
1011 MUNICIPAL CENTER DRIVE
TOWN AND COUNTRY, MO 63131

MONDAY, APRIL 17, 2023 – 6:30 P.M.

MINUTES

1) Call to Order – at 6:30 PM by Alderman Holman

2) Roll Call

Chairman – Ward 1
Alderman Pamela Holman
(present)

Regular Members – Ward 3
Tony Chao (present)
Tom Pelikan (present)

Regular Members – Ward 1
Ben Schworer (absent)
Robert Wunderlich (absent)

Regular Members – Ward 4
Mark Johnson (present)
John Kovac (absent)

Regular Members – Ward 2
Robert Tuckett (absent)
Babette Meiners (present)

At Large Members
Kip Underwood (absent)
Zach Krebs (absent)

3) Approval of Minutes – Monday, March 20, 2023 – A motion was made by Commissioner Chao and seconded by Commissioner Meiners to approve minutes and passed unanimously (5-0) by voice vote.

4) Old Business

5) New Business

a. 2023 Asphalt Pavement Program Contract

Public Works Director Zeltmann stated the City received two bids for the asphalt pavement program on March 29th, and NB West Contracting is the low bidder. He explained that in addition to City streets this program also includes sealing the Clayton Trail, Longview Trail, Drace Trail, and the parking lot at Drace. He also added that after this work only one City street will be rated under a 6 on the PASER scale.

Chairman Holman asked that ample notification be made to the subdivision trustees prior to starting the work.

A motion to recommend approval to the Board of Aldermen was made by Commissioner Chao and seconded by Commissioner Pelikan. The motion carried unanimously (5-0) by voice vote.

b. Revised Guidelines for Private Street Acceptance

Chairman Holman explained a moratorium, for private street acceptance, and subcommittee was put in place last year for the Commission and staff to review and update the guidelines.

Public Works Director Zeltmann gave a brief overview of the proposed changes to the Policy which includes updated language for maintenance of streets by the City, any storm sewer infrastructure not dedicated to MSD will remain private and under the responsibility of the subdivision, the City will not be responsible for trees in the right-of-way, and entrance gates are not allowed. He explained that during the review it was noted that an update to the Subdivision Code should also be completed so developers are following the same specifications as the City. He added that recommended changes to the Subdivision Code are reviewed by the Planning and Zoning Commission and the proposed updates will be going to that Commission in May.

Bob Watson, 5 Fordyce Manor Drive, inquired about the responsibility of right-of-way trees. Planning & Public Works Admin explained these changes would be applicable for streets not already accepted for maintenance by the City.

A motion to recommend approval to the Board of Aldermen was made by Commissioner Johnson and seconded by Commissioner Pelikan. The motion carried unanimously (5-0) by voice vote.

6) Discussion

a. Reports / Project Updates

Public Works Director Zeltmann reported on the following:

- The trees were removed by the April 1st deadline for the Woodmark stormwater project.
- The Board of Aldermen approved the concrete slab replacement contract on April 10th.

Chairman Holman reported on the following:

- The summer concert series starts on April 21st and is every third Friday of the month.
- The City will no longer be mowing the majority of the right-of-way along roadways such as Clayton and Topping and notification was made to residents adjacent to these roadways via mail. She explained the right-of-way mowing accounts for \$7,000 of the \$147,000 grounds care contract and the contractor will be performing mowing in other areas or completing other projects around the City.

The Commission, led by Commissioner Chao, recognized and thanked Chairman Holman for her years of service to the community on the Board of Aldermen and the Public Works Commission.

- 7) Adjournment** – On motion of Commissioner Chao, seconded by Commissioner Pelikan and unanimously confirmed by voice vote, the meeting adjourned at 7:13 P.M.