

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

MONDAY, MAY 15, 2023 – 6:30 P.M.

MINUTES

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

2) **Roll Call**

Chairman – Ward 3
Alderman Joe Kinsella
(present)

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

Regular Members – Ward 1
Robert Wunderlich (present)
Vacant

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

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

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

3) **Approval of Minutes** – Monday, April 17, 2023 – A motion was made by Commissioner Pelikan and seconded by Commissioner Tuckett to approve the minutes.

Mr. Johnson moved to amend the minutes under 6.a as follows:
(New language **bolded** and underlined)

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.**

Mr. Tuckett seconded the motion and the minutes of 4/17/23, as amended, were approved unanimously by voice vote.

4) **Old Business**

5) **New Business**

a. Stormwater Maintenance Grant Application – 13036/13024 Fairfield Oaks Road

Tim Randick, Project Manager, explained this is the first application received for the Stormwater Maintenance Grant. He stated they have submitted a conceptual plan to help with drainage that comes from Masonridge into the backyards of the houses on Fairfield. In response to Commissioner Johnson, Mr. Randick explained that as a part of the approval and reimbursement process they will have to record documents with the County so that the maintenance runs with the land.

A motion to recommend approval to the Board of Aldermen was made by Commissioner Tuckett and seconded by Commissioner Pelikan. The motion carried unanimously (7-0) by voice vote.

b. Engineering Services Contract – HR Green – 2717 N. Ballas Road Drainage Improvements

Tim Randick, Project Manager, explained that staff had presented an RFP with three engineering firms for the Commission to recommend one for staff to engage in negotiating an agreement for design for this project. After the Commission recommended HR Green staff begun negotiations are now bringing forward a professional services agreement for this project in the amount of \$64,980. He added that the City will be able to use the 50/50 match contributions from MSD that are collected for properties within the Deer Creek Watershed. Chairman Kinsella inquired about how much money is banked with MSD, in response Mr. Randick estimated it to be somewhere around \$200,000 which the 50/50 match can be used for both the design and construction. Discussion regarding the conceptual design was held.

Commissioner Krebs moved to recommend approval of to the Board of Aldermen, seconded by Mrs. Meiners. The motion carried unanimously (7-0) by voice vote.

c. Revisions to the Street Specifications in Section 410.200 of the City of Town and Country Subdivision Regulations

Public Works Director Zeltmann described the amendments as an update to residential street specifications in the Subdivision Code. He explained that during a review of the private street acceptance policy from a Public Works Commission subcommittee it was determined that the policy should reference back to Section 410.200 however those regulations were found to be outdated and needed to be updated to current standards. He gave a brief overview of the proposed amendments including the pavement and base thickness. Chairman Kinsella asked if he wanted to eliminate the language to approve an alternative product for the geosynthetic interlayer. In response, Public Works Director Zeltmann explained that the fabric prolongs the life of the street and he is not aware of an alternative material that meets the standards of the fabric.

A motion to recommend approval of to the Board of Aldermen was made by Commissioner Krebs and seconded by Commissioner Pelikan. The motion carried unanimously (7-0) by voice vote.

6) Discussion

a. Reports / Project Updates

Public Works Director Zeltmann reported on the following:

- The Board of Aldermen approved the contracts for crack sealing, striping, and asphalt pavement
- Bopp Road TIP application was not approved but staff will apply again for another grant in February
- The sidewalk improvements on Mason Road, between Clayton and Hwy 64/40, is planned for 2024 when St. Louis County resurfacing that area of Mason Road
- Funds are budgeted in 2023 for preliminary design for a sidewalk on Conway Road
- A TAP grant for Topping Road Phase 2a is being applied for, however if the grant is not approved the City will move forward with design and construction
- The stormwater projects at Woodmark and Oak Springs are under construction

Chairman Kinsella stated he looks forward to working with everyone and thanked Pam Holman for her work on the Commission and on the Board of Aldermen.

7) Adjournment – On motion of Commissioner Pelikan, seconded by Commissioner Johnson and unanimously confirmed by voice vote, the meeting adjourned at 7:15 P.M.