

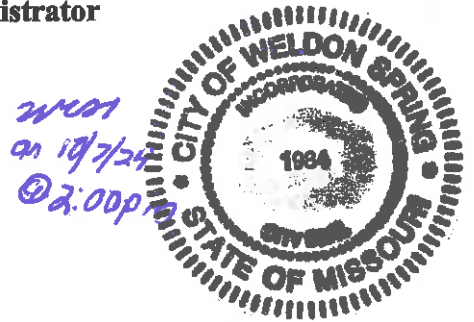
*Our Vision - The City of Weldon Spring fosters a premier Community that is a safe place to live and enjoy life.*



**CITY OF WELDON SPRING  
BOARD OF ALDERMEN REGULAR MEETING  
ON THURSDAY, OCTOBER 10, 2024, AT 7:30 P.M.  
WELDON SPRING CITY HALL  
5401 INDEPENDENCE ROAD  
WELDON SPRING, MISSOURI 63304**

**\*\*\*\*BOARD OF ALDERMEN REGULAR TENTATIVE AGENDA – 10/12/24 at 7:30 PM\*\*\*\***

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL and DETERMINATION OF A QUORUM**
- 4. CITIZENS COMMENTS** – The public must be in person to speak during Citizens Comments or send comments in writing to the City Clerk (at [bhanks@weldonspring.org](mailto:bhanks@weldonspring.org)) prior to the Board meeting. Anyone wishing to speak shall state their name, their address, and limit their remarks to 3 minutes.
  - A. Boy Scout Troop 353 – Annual Christmas Tree Lot**
- 5. APPROVAL OF MINUTES**
  - A. September 26, 2024 – Board Regular Session Minutes**
- 6. CITY TREASURER'S PACKET**
  - A. Paid Bills (September 27, 2024 – October 10, 2024)**
  - B. August 2024 Credit Card Bills**
- 7. UNFINISHED BUSINESS**
- 8. NEW BUSINESS**
  - A. An Ordinance Establishing the Procedure, Requirements, and Time Period for the Offices of Mayor & Alderman for the City of Weldon Spring, Missouri in the April 8<sup>th</sup>, 2025, Municipal Election – Alderman Kolb (2 Readings)**
  - B. 215 Caliburn Escrow Release (Motion Needed)**
  - C. Pedestrian Crossing Update – City Administrator**
  - D. Westwood Sidewalk Extension Project Change Order – City Administrator**
  - E. Golf Cart Parking – City Administrator**
- 9. REPORTS & COMMITTEES**
  - A. Public Safety Report – SCCPD Representative**
  - B. City Administrator Report (Informational) – City Administrator**
- 10. RECEIPTS & COMMUNICATIONS**
- 11. ADJOURNMENT**



**CITY OF WELDON SPRING  
REGULAR MEETING OF THE BOARD OF ALDERMEN  
SEPTEMBER 26, 2024**

**CALL TO ORDER:** The Weldon Spring Board of Aldermen met for their regular meeting at Weldon Spring City Hall, 5401 Independence Road on Thursday, September 26, 2024, at 7:30 PM with Mayor Donald Licklider presiding.

**PLEDGE OF ALLEGIANCE:** Mayor Licklider asked everyone in attendance to stand and join in reciting the Pledge of Allegiance.

**ROLL CALL AND DETERMINATION OF QUORUM:** On a roll call, the following Aldermen were present:

Ward 1:	Alderman Clutter	Alderman Yeager
Ward 2:		Alderman Kolb
Ward 3:	Alderman Martiszus	Alderman Baker

Alderman Cutter was absent.

A quorum was declared.

Also, present were Mayor Licklider, Don Stolberg (City Administrator), and Bill Hanks (City Clerk).

**PUBLIC COMMENTS:**

- **Lisa Baker, 124 Osage Way:** She recently become aware of the actions, by the City, at the September 12, 2024, Board of Alderman meeting. After she viewed the minutes from that meeting, she became very disappointed on how the reconsideration vote for the rezoning request at 6101 Ozark Way transpired because there was no mention of the reconsideration vote on the agenda. She asked the Board what condition existed to prompt a reconsideration vote on something that was already denied by the City.

**MINUTES:**

**September 12, 2024 – Regular Board Meeting Minutes:** Alderman Yeager moved to approve the minutes from the September 12, 2024, regular meeting, as submitted. The motion was seconded by Alderman Martiszus. **Motion carried** with 4 ayes. Alderman Clutter abstained from voting.

**TREASURER’S REPORT:**

Alderman Yeager made a motion to accept the Treasurer’s packet of paid bills from September 6, 2024, to September 19, 2024. The motion was seconded by Alderman Martiszus. **Motion carried** with 5 ayes.

**UNFINISHED BUSINESS:**

**Bill #1230 – An Ordinance Adopting the Budget for Fiscal Year 2025 for the City of Weldon Spring, Missouri, and Matters Relating Thereto:** Alderman Clutter made a motion to approve Bill #1230 for its second and final reading by title only. Alderman Yeager seconded the motion.

On a roll call vote, the Bill #1230 was placed as Ordinance 24-17 as followed:

AYES: 5 – Baker, Clutter, Kolb, Martiszus, and Yeager  
NOES: 0  
ABSENT: 1 –Conley

**Bill #1232 - An Ordinance Amending Section 100.37- of the City of Weldon Spring’s Employee Policy Manual Regarding Holidays & Matter Relating Thereto:** Alderman Yeager made a motion to approve Bill #1232 for its second and final reading by title only. Alderman Martiszus seconded the motion.

On a roll call vote, the Bill #1232 was placed as Ordinance 24-18 as followed:

AYES: 5 – Baker, Clutter, Kolb, Martiszus, and Yeager  
NOES: 0  
ABSENT: 1 –Conley

**NEW BUSINESS:**

**828 Nancy Lane Escrow Release:** Alderman Yeager made a motion to release \$5,000.00 from escrow because the house was never constructed and Graystone Home, LLC, no longer have ownership of the lot associated with 828 Nancy Lane. The motion was seconded by Alderman Kolb. **Motion carried** with 5 ayes.

**400 Sidentop Road Escrow Release – New Perspective of Weldon Spring:** Alderman Yeager made a motion to release \$10,000.00 from escrow to Boldt Capital because the City conducted final inspection to ensure compliance with all the requirements by the City. The motion was seconded by Alderman Kolb. **Motion carried** with 5 ayes.

**REPORTS AND COMMITTEES:**

**Architectural Review Commission (ARC):** Alderman Clutter stated that ARC plans to

submit their suggested codes changes to the Planning & Zoning Commission for their review in the next 3 months.

**Parks & Recreation Advisory Committee (PRAC) Report:** There was a brief discussion about upcoming City's events and the replacement of playground equipment at Weldon Spring City Park in Fiscal Year 2025.

**City Administrator Report:** The City Administrator Report was submitted to the Board prior to the meeting.

There was a brief discussion about the timing with the completion of Westwood Sidewalk Extension project and the Pedestrian Crossing Improvement project.

Alderman Clutter requested that the Board schedule a Work Session to discuss a direction for the future of City Hall before the next Board meeting.

#### **RECEIPTS & COMMUNICATIONS:**

Alderman Kolb stated that she is extremely disappointed in the decision from the members of the Board that reversed the denial of ½ acre zoning on the 9.5 acres tract off Ozark Way. She reminded the Board that a remonstrance was filed with notarized signatures of 86% of the surrounding properties owners opposing ½ acre zoning. She believes that the City acted in an improper manner in calling of a reconsideration vote because there was no notification on the agenda that this was being brought up at the September 12, 2024, Board meeting.

Alderman Baker made a motion to authorize the City to spend \$129,500 for electrical and plumbing repairs to City Hall. The **motion failed** because there was a lack of a second to the motion to call for a vote.

#### **ADJOURNMENT:**

Alderman Kolb moved to adjourn the meeting at 8:00 PM, seconded by Alderman Martiszus. **Motion carried** with 5 ayes.

Respectfully submitted,

---

William C. Hanks, City Clerk

**PAID BILLS TO BE APPROVED  
SEPT 20, 2024 -- OCT 3, 2024**

EXCEPT FOR THE ITEMS NOTED, THE ATTACHED LIST IS APPROVED BY THE BOARD OF ALDERMAN FOR PAYMENT. APPROVED THIS  
10TH DAY OF OCT 2024 \_\_\_\_\_, MAYOR

**CLAIMS REPORT 10/03/24**

VENDOR	REFERENCE	AMOUNT	CHECK #	CHECK DATE
ALEX SUTTON	ICE FOR CONCERT & THANK GIFT CARDS	\$44.81	10240375	9/30/2024
AMEREN MISSOURI	SIEDENTOP ROAD PARK	\$3.44	10240361	9/20/2024
AMEREN MISSOURI	TRAFFIC CAMERAS 08/13-09/12	\$19.74	10240363	9/20/2024
AZAR PRINTING INC	NEWSLETTER	\$1,112.36	10240371	9/30/2024
AZAR PRINTING INC	POSTAGE FOR NEWSLETTER	\$592.58	10240371	9/30/2024
BANKCARD SVCS - CENTRAL BANK	SPREADER, GENERATER REPAIR	\$4,399.54	10240377	9/30/2024
DELTA DENTAL OF MISSOURI	EMPLOYEES DENTAL INSURANCE	\$257.95	10240372	9/30/2024
DELTA VISION	VISION INSURANCE	\$38.54	10240373	9/30/2024
DON STOLBERG	MILEAGE	\$383.81	10240374	9/30/2024
EDWINA CONLEY	MILEAGE	\$321.60	10240378	10/3/2024
GENERAL CODE LLC	SUPPORT	\$2,000.00	9912	9/20/2024
MISSOURI AMERICAN WATER COMPAN	SIEDENTOP PARK 8/03-09/04	\$44.60	9914	9/20/2024
MUNIWEB	WEBSITE HOSTING SEPT 2024	\$180.00	10240376	9/30/2024
DP PET PRODUCTS, LLC	DOGIPOT LITTER PICKUP BAGS	\$183.50	9915	9/20/2024
PURITAN SPRING WATER	BOTTLE WATER	\$29.81	10240364	9/20/2024
SCC GOVT - FINANCE DEPT	POLICE CONTRACT OCT-DEC24	\$59,242.50	16892	10/3/2024
ST CHARLES IT	IT SERVICES	\$1,092.50	9911	9/20/2024
UNITED HEALTHCARE	EMPLOYEE HEALTH INS OCT 24	\$4,932.10	9913	9/20/2024
WEX BANK	FLEET GAS CARD	\$437.52	10240365	9/20/2024
WILLIAM C HANKS	MILEAGE MML CONFERENCE	\$399.32	10240362	9/20/2024
<b>Accounts Payable Total</b>		<b>\$75,716.22</b>		

**PAID CREDIT CARD BILLS TO BE APPROVED  
AUG CHARGES**

EXCEPT FOR THE ITEMS NOTED, THE ATTACHED LIST IS APPROVED BY THE BOARD OF ALDERMAN FOR PAYMENT. APPROVED THIS  
10TH DAY OF OCT 2024 \_\_\_\_\_ MAYOR

Mastercard  
24-Sep  
AUG CHARGES

ENTERED  
Eggsby

PAID  
SEP 30 2024  
BY: 10240377

Account #	Account Description	ALBERT	BOB	BILL	DON	MITCHELL	HOWIE	LAURA	TOTAL
10.10.5201	Meals, Travel, Lodging		12.47	\$ 35.63		\$ 455.96			\$ 504.06
10.10.5204	Dues & Subscriptions				\$ 75.00				\$ 75.00
10.10.5213	Postage			\$ 15.26					\$ 15.26
10.10.5952	Misc - General Fund			\$22.73					\$ 22.73
20.20.5216	Events in the Park	\$63.00							\$ 63.00
20.20.5231	Signs								\$ 63.00
20.20.5232	Park Uniforms					\$ 890.00			\$ 890.00
20.20.5236	Park - Repairs / Maintenance	\$236.94					\$69.99		\$ 69.99
20.20.5237	Park Equipment-Repairs/Maint	\$443.83	\$ 541.81	\$ 25.00		\$ 223.53	\$79.94		\$ 540.41
20.20.5243	Parks General Supplies	\$2.59							\$ 1,010.64
20.20.5563	Non-Capital Equip Park	99.96				\$ 80.94	\$243.36		\$ 326.89
TOTAL		\$ 846.32	\$ 554.28	\$ 98.62	\$ 75.00	\$ 2,432.03	\$ 393.29	\$ -	\$ 4,399.54



\*\*\*\*\*  
 AN ORDINANCE ESTABLISHING THE PROCEDURE, REQUIREMENTS AND  
 TIME PERIOD FOR FILING AS A CANDIDATE FOR THE OFFICES OF  
 MAYOR & ALDERMAN FOR THE CITY OF WELDON SPRING,  
 MISSOURI IN THE APRIL 8<sup>th</sup>, 2025, MUNICIPAL ELECTION  
 \*\*\*\*\*

**WHEREAS**, a general municipal election is to be held in the City of Weldon Spring, Missouri, on Tuesday, April 8<sup>th</sup>, 2025; and

**WHEREAS**, at this election, the offices to be filled are Mayor and one (1) Alderman for each of the City’s three (3) wards.

**NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WELDON SPRING, MISSOURI IN ACCORDANCE WITH THE REVISED STATUTES OF MISSOURI AS FOLLOWS:**

**SECTION 1:** There will be one (1) Mayor and three (3) Aldermen, one (1) from each ward elected at the municipal election to be held on Tuesday, April 8<sup>th</sup>, 2025. The Mayoral candidate receiving the highest number of votes shall hold his or her office for a period of two (2) years. Also, the Aldermanic candidate receiving the highest number of votes in each ward shall hold his or her office for a period of two (2) years.

**SECTION 2:** Procedure for filing as a candidate for Mayor or Alderman is as follows:

- A. *Filing as a candidate for the office of Mayor or Alderman must be made in person, or in writing as provided in Section 115.355, RSMo. to the City Clerk, William C. Hanks, at 5401 Independence Road, Weldon Spring, Missouri 63304, Monday through Friday between the hours of 9:00 A.M. and 4:00 P.M.*
- B. *Such filing shall open at 8:00 A.M. on Tuesday, December 10, 2024, and close at 5:00 P.M. on Tuesday, December 31, 2024.*

**SECTION 3:** Any person who is not qualified for office as provided by state law or City Ordinances shall not be entitled to have his/her name printed on the ballot. No person shall be elected or appointed and sworn into office who is not qualified for such office as provided by state law or City Ordinances.

**SECTION 4:** The general municipal election of April 8<sup>th</sup>, 2025 shall be conducted as described and set forth in Section 115.001, RSMo.

**SECTION 5:** The City Clerk is hereby directed to cause public notice to be given of the general municipal election in accordance with the requirements of Section 115.127, RSMo. The notice of the opening and closing of filing to be published shall be as set forth in Exhibit A, attached hereto and made a part hereof.

**SECTION 6:** The City Clerk shall notify the St. Charles County Director of Elections, as the designated election authority, in writing, that the City is calling the general municipal election, specifying the purpose of the election, and the date of the election, the legal notice to be published and the sample ballot. The Director of Elections shall conduct in the City the general municipal election in accordance with State laws.

**SECTION 7:** The City Clerk shall keep a permanent record of the names of the candidates, the offices for which they seek election, and the date of their filing, and the names shall appear on the ballots in that order.

**SECTION 8:** The vote of the aforesaid being deemed an emergency by the Board of Alderman, the Board does hereby waive and dispense with the tabling procedure set forth in City Code, Section 110.070 (A)(3) and does hereby authorize the reading of the above bill twice at the meeting, and a vote there to immediately following said reading.

**SECTION 9:** This Ordinance shall be in full force and take effect from and after its final passage and approval.

*READ TWO TIMES AND PASSED BY THE BOARD OF ALDERMEN OF THE CITY OF WELDON SPRING, MISSOURI, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024.*

\_\_\_\_\_  
Donald D. Lickliger, Mayor

Attest:

\_\_\_\_\_  
William C. Hanks, City Clerk

BILL NO. \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

To approve Bill

Motioned: \_\_\_\_\_

Seconded: \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstention</u>
Baker	___	___	___
Clutter	___	___	___
Conley	___	___	___
Kolb	___	___	___
Martiszus	___	___	___
Yeager	___	___	___
Lickliger	___	___	___

*Absent:* \_\_\_\_\_

*BILL NO.* \_\_\_\_\_

*ORDINANCE NO.* \_\_\_\_\_

**EXHIBIT A**

**NOTICE OF FILING DATE FOR GENERAL MUNICIPAL ELECTION**

Pursuant to § 115.127, RSMo, the City of Weldon Spring, Missouri gives notice that the opening filing date for the general municipal election, which will be held on the 8<sup>th</sup> day of April 2025 shall be on December 10, 2024. The offices to be filled are Mayor and one (1) Alderman for each of the three (3) wards. All filings shall be received by the City Clerk, during regular office hours, at City Hall 5401 Independence Road in the City of Weldon Spring commencing at 8:00 a.m. on Tuesday, December 10, 2024. The closing date and time for filing shall be 5:00 p.m. on Tuesday, December 31, 2024.

William C. Hanks, City Clerk  
City of Weldon Spring, Missouri

# Release of Cash Escrow

To: Andrew Johns, City Treasurer

Cc: Don Stolberg, City Administrator and Marty Berdinka, Code Enforcement Inspector

Re: Land Use Permit, A-22-010 at 215 Caliburn Court

Please initiate the process for the release of the \$5,000.00 cash escrow for the residence located at 215 Caliburn Court to Interstate Restoration, LLC. The control number is 22-0030 and the receipt number is 4242. Andy Hutchings from Interstate Restoration, LLC stated that he will pick up the check in person when it is ready. His contact telephone number is 314-280-5345.

A final inspection was made to ensure compliance with the Land Use Permit requirements on September 26, 2024, for the residence at 215 Caliburn Court by Steve Lauer and Marty Berdinka.

If you have any questions concerning this matter, please let me know.

Steve Lauer  
City Planner  
Weldon Spring, MO



# CITY OF WELDON SPRING

5401 Independence Road  
Weldon Spring, MO 63304  
phone: (636) 441-2110  
fax: (636) 441-8495  
[www.weldonspring.org](http://www.weldonspring.org)

## MEMORANDUM

To: Mayor and Board of Aldermen Date: October 7, 2024  
From: Don Stolberg, City Administrator  
Subject: Pedestrian Crossings  
Cc: City Engineer; City Attorney

The original plan for the Pedestrian Crossings Project included crosswalk improvements at the crosswalk on Weldon Spring Parkway at the Pocket Park as well as five other locations. These were drawn up and presented to the Board of Aldermen and the crosswalk at the Pocket Park was removed from the project by majority vote of the Board of Aldermen.

Between the time that the project was designed and approved (with the removal of the pocket park portion) by the Aldermen, the engineering firm overseeing the project has had at least two changes of primary engineer on the project, which appears to have resulted in the incorrect version of the plan being brought forth and bid upon. This version included the pocket park portion and the Construction company selected (Vision Construction) has already ordered the materials and signage for the crosswalk.

There are two options available at this time:

1. We can allow Vision Construction to continue with the plan that includes the pocket park, to include signage and crossing signals; or
2. We can ask them to exclude the pocket park crosswalk, which will require the City to pay for any return fees, restocking of materials, and construction time and effort already spent. I am checking to see how much that would be, but it is my understanding that the signage and signals have already been ordered. Once I have definitive costs, I will share this with you.



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## MEMORANDUM

To: Mayor and Board of Aldermen Date: October 7, 2024  
From: Don Stolberg, City Administrator  
Subject: Change order request to Westwood Sidewalk Extension Project  
cc: City Engineer; City Attorney

Recently, a resident contacted the city and provided a detailed report of numerous trip hazards along the sidewalks on Weldon Spring parkway. Since we had a contractor (Infrastructure Management) already working on a sidewalk project in the city, we reached out to them to see how much the repairs would cost and if they would be willing to do them. During inspection of the sidewalks, two other areas needing immediate repair were also identified. The median curb nose on O'Fallon Rd. at Weldon Spring Parkway had recently been broken and needed repair, as well as a stormwater inlet and manhole near the CSI building was undermined, threatening the stability of the street at that location.

There are 30 locations of sidewalks along Weldon Spring Parkway that are serious trip hazards, ranging from 1 inch to as much as 6 inches. The repair for these includes removal and replacement of the defective slabs. The cost proposed is \$32,131.23. The repair of the median nose on O'Fallon Rd. is proposed at \$790. The repair of the concrete pavement at the manhole, where it is undermined and becoming a sinkhole in front of CSI is proposed at \$5,815. **The total amount to be added to the contract by this change order would be \$38,736.23.**

The City Engineer has inspected the areas and reviewed the proposal and finds that the proposal is very reasonable, and likely will save the city money in the long run if we wait and contract out the repairs separately.

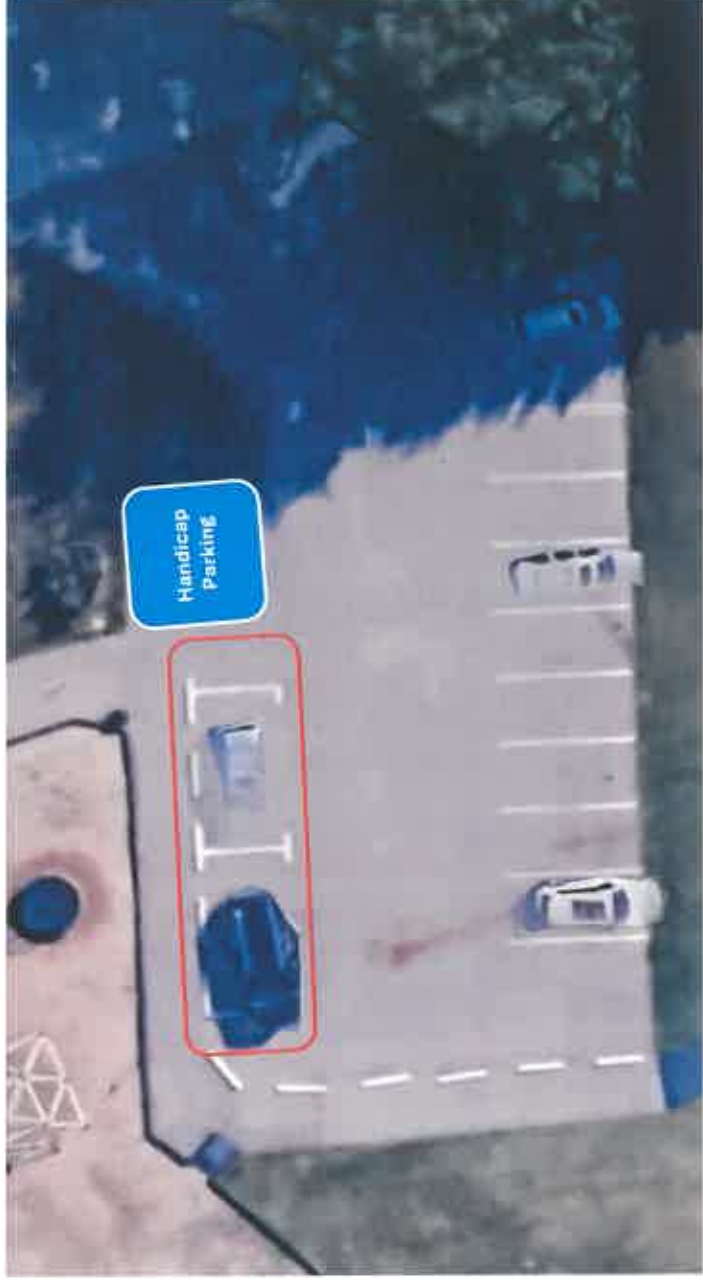
This is cheaper than going out to bid with another contractor. They will have the work completed this fall – going out bid would also add cost to develop a contract, delay to get work completed. Infrastructure Management appears to be knowledgeable about the work and ADA requirements – which many concrete contractors lack unless they do public works projects. A small contract would also attract limited bidders. Here we have a ready, willing and able contractor and inspection lined out with Cochran.

# Golf Cart Parking





# Current Parking – Automobile Spaces



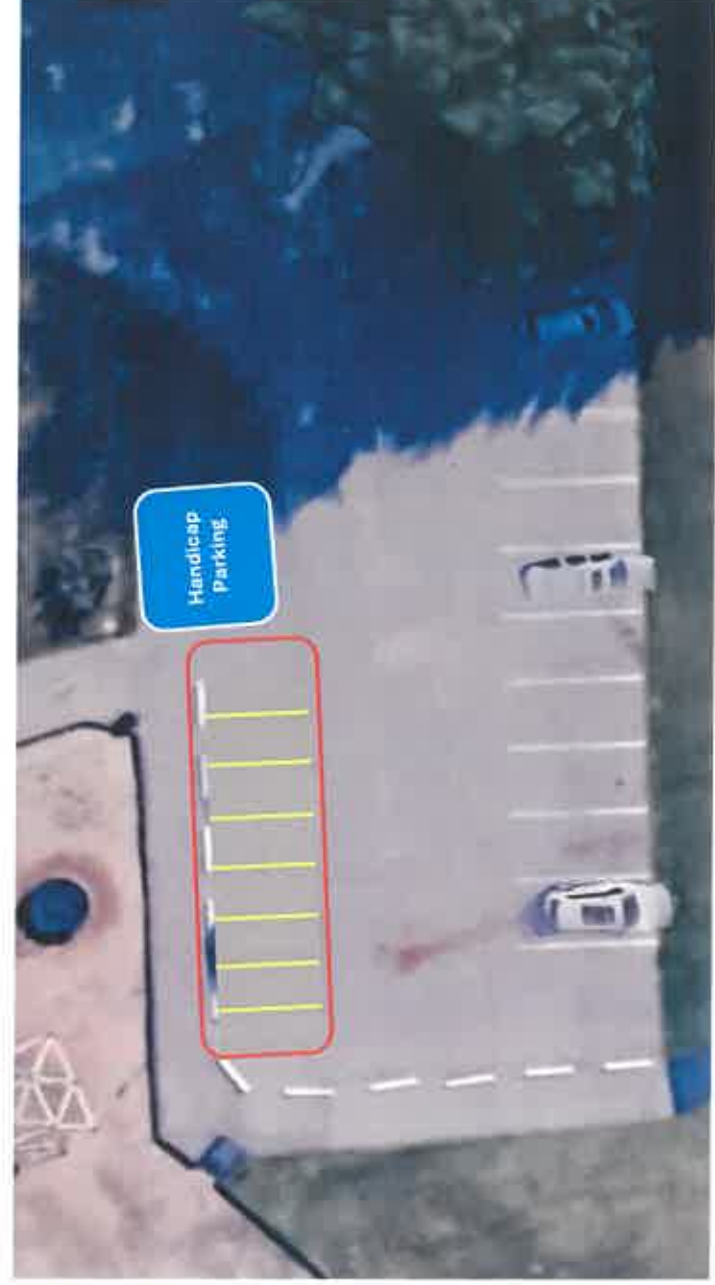
*\*Parallel Spots are 22 ft. long by 10 ft. wide*

- 2 Parallel Parking Spots

- Perpendicular Parking Issue

- Handicap Parking Already Established

# Future Parking – Golf Cart Spaces



*\*Golf Cart Spaces 6 ft. wide by 10 ft. deep*

- Remove 2 Automobile Spaces
- Add 8 Golf Cart Parking Spaces
- No change to open space in parking lot
- Add signage for Golf Cart Parking Only

# Golf Cart Parking Signage Ideas



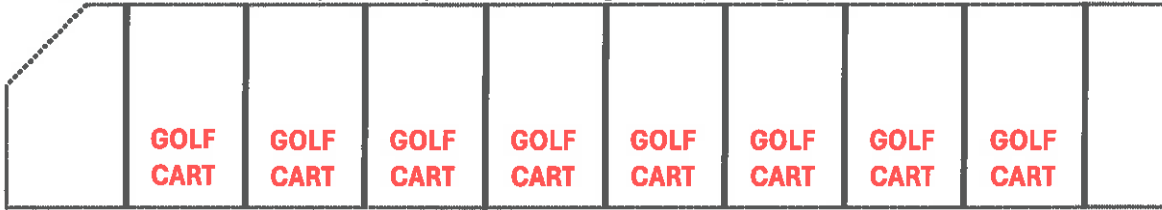
- Painting directly on the parking spots
- Painting the parking curbs
- Using Yellow vs White for Golf Cart Spots
- Physical Signs if Needed

**Current Parking Lot**



**Potential Golf Cart Parking Model**

New model - remove 2 parallel spots and add 8 golf cart parking spots 6' wide and 10' deep



**Golf Cart Parking label ideas**



### Current Parking Lot Visual



#### **Notes:**

- 1) Weldon Spring is a Golf Cart community
- 2) Adds additional parking spaces to the lot
- 3) Doesn't intrude into the parking lot further by making the change
- 4) Many full size vehicles park the wrong way in the parallel spots as is causing tight parking lot
- 5) Many golf carts have families with kids looking for the playground - model puts the parking spots next to the playground
- 6) Will cost minimal money to make the change (grey paint to cover the current lines and white to paint the new lines)