

**DARDENNE**



**CITY OF DARDENNE PRAIRIE  
2032 HANLEY ROAD  
DARDENNE PRAIRIE, MO 63368**

**BOARD OF ALDERMEN  
WORK SESSION AGENDA  
NOVEMBER 3, 2021  
6:30 p.m.**

**CALL MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ITEMS FOR DISCUSSION AND CONSIDERATION**

1. Fischer Homes

**STAFF COMMUNICATIONS**

1. City Attorney
2. City Administrator
3. Staff
4. Aldermen
5. Mayor

**CLOSED SESSION**

Roll call vote to hold closed session pursuant to RSMo 610.021 section \_\_\_\_\_  
Litigation and Privileged Communications (1)  
Real Estate (2)  
Personnel (3)  
Labor (9)  
Bid Specs (11)  
Audit (17)

**RETURN TO REGULAR MEETING AGENDA**

**ADJOURNMENT**

DARDENNE



PRAIRIE

CITY OF DARDENNE PRAIRIE  
2032 HANLEY ROAD  
DARDENNE PRAIRIE, MO 63368

BOARD OF ALDERMEN  
MEETING AGENDA  
NOVEMBER 3, 2021  
7:00 p.m.

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CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

ROLL CALL

Mayor Gotway  
Alderman Costlow  
Alderman Koch  
Alderman Reilly  
Alderman Sansone  
Alderman Ungerboeck  
Alderman Wandling

CONSENT AGENDA

1. Board of Aldermen Minutes 10-20-21
2. Work Session Summary 10-20-21
3. Expenditures for Approval 11-03-21
4. Treasurer's Report as of September, 2021
5. Temporary Use Permit – Retail Sales – ICD – Christmas Trees
6. Kemp Homes – Villas at Dardenne Place – Escrow Release

ITEMS REMOVED FROM CONSENT AGENDA

OPEN FORUM

STAFF COMMUNICATIONS

1. City Attorney
2. City Administrator
3. Staff
4. Aldermen
5. Mayor

CLOSED SESSION

Roll call vote to hold closed session pursuant to RSMo 610.021 section \_\_\_\_\_

Litigation and Privileged Communications (1)

Real Estate (2)

Personnel (3)

Labor (9)

Bid Specs (11)

Audit (17)

RETURN TO REGULAR MEETING AGENDA

ADJOURNMENT

The City of Dardenne Prairie Board of Aldermen meeting was called to order at 7:02 p.m. The meeting was held at Dardenne Prairie City Hall located at 2032 Hanley Road.

The meeting was opened with the Pledge of Allegiance followed by an invocation by Alderman Koch.

Present at roll call were Aldermen Costlow, Reilly, Koch, Sansone, Wandling and Ungerboeck. Mayor Gotway was absent. Also present were City Clerk Kim Clark, City Administrator James Knowles and City Attorney John Young. Staff member Amelong was also in attendance.

Without objection, the consent agenda was approved.

**CONSENT AGENDA**

- 1. Board of Aldermen Minutes 10-06-21
- 2. Work Session Summary 10-06-21
- 3. Expenditures for Approval 10-20-21
- 4. Reduction of Line of Credit for Villas at Dardenne Place

OPEN FORUM – No one present to speak.

**NEW BUSINESS**

A motion was made by Alderman Wandling, seconded by Alderman Sansone to read Bill #21-65 for the first time by title only. Motion passed unanimously.

**BILL #21-65**

**AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, SETTING THE FILING DATES, TIMES AND PLACE FOR THE GENERAL MUNICIPAL ELECTION TO BE HELD ON APRIL 5, 2022 IN THE CITY OF DARDENNE PRAIRIE, MISSOURI**

A motion was made by Alderman Sansone, seconded by Alderman Reilly to read Bill #21-65 for the second time by title only. Motion passed unanimously.

A motion was made by Alderman Wandling, seconded by Alderman Reilly to put Bill #21-65 to final vote. Roll call was as follows:

- |                           |                        |
|---------------------------|------------------------|
| Alderman Ungerboeck – Aye | Alderman Costlow – Aye |
| Alderman Wandling – Aye   | Alderman Sansone – Aye |
| Alderman Reilly – Aye     | Alderman Koch – Aye    |

Alderman Ungerboeck declared Bill #21-65 passed and designated it to be Ordinance #2140.

A motion was made by Alderman Wandling, seconded by Alderman Costlow to read Bill #21-66 for the first time by title only. Motion passed unanimously.

**BILL #21-66**

**AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH HR GREEN, INC. FOR PROFESSIONAL ENGINEERING SERVICES RELATING TO SERVICES AS INTERIM CITY ENGINEER**

A motion was made by Alderman Sansone, seconded by Alderman Reilly to read Bill #21-66 for the second time by title only. Motion passed unanimously.

A motion was made by Alderman Wandling, seconded by Alderman Reilly to put Bill #21-66 to final vote. Roll call was as follows:

|                        |                           |
|------------------------|---------------------------|
| Alderman Koch – Aye    | Alderman Sansone – Aye    |
| Alderman Reilly – Aye  | Alderman Wandling – Aye   |
| Alderman Costlow – Aye | Alderman Ungerboeck – Aye |

Alderman Ungerboeck declared Bill #21-66 passed and designated it to be Ordinance #2141.

A motion was made by Alderman Sansone, seconded by Alderman Wandling to read Bill #21-67 for the first time by title only. Motion passed unanimously.

**BILL #21-67**

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AMENDING VARIOUS SECTIONS OF CHAPTER 600 OF MUNICIPAL CODE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AND ENACTING A NEW SECTION 600.110; REGULATING THE SALE OF ALCOHOLIC BEVERAGES ON SUNDAYS, AND THE SALE OF RETAILER-PACKAGED ALCOHOLIC BEVERAGES TO CUSTOMERS IN CONTAINERS FOR OFF-PREMISES CONSUMPTION

A motion was made by Alderman Costlow, seconded by Alderman Reilly to read Bill #21-67 for the second time by title only. Motion passed unanimously.

A motion was made by Alderman Sansone, seconded by Alderman Reilly to put Bill #21-67 to final vote. Roll call was as follows:

|                         |                           |
|-------------------------|---------------------------|
| Alderman Wandling – Aye | Alderman Ungerboeck – Aye |
| Alderman Sansone – Aye  | Alderman Reilly – Aye     |
| Alderman Koch – Aye     | Alderman Costlow – Aye    |

Alderman Ungerboeck declared Bill #21-67 passed and designated it to be Ordinance #2142.

**ADJOURNMENT**

A motion was made by Alderman Sansone, seconded by Alderman Costlow to adjourn the meeting at 7:12 p.m. Motion passed unanimously.

Respectfully submitted,

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Kim Clark, City Clerk

## **WORK SESSION SUMMARY**

**OCTOBER 20, 2021**

The City of Dardenne Prairie Work Session was called to order at 6:02 p.m.

The meeting was held at Dardenne Prairie City Hall located at 2032 Hanley Road.

The following were in attendance Aldermen Costlow, Reilly, Wandling, Ungerboeck, Koch and Sansone. Mayor Gotway was absent. Also present were City Clerk Kim Clark, City Administrator James Knowles and City Attorney John Young. Staff member Amelong was also in attendance.

The meeting was opened with the Pledge of Allegiance.

### **STAFF COMMUNICATIONS**

City Administrator Knowles provided an update on the following:

Bills for consideration

Proposition T

Engineering services RFQ

2022 Budget

City Vehicles

Technology needs

Gateway Fiber lease agreement

Villas at Dardenne Place Escrows

Hanley Road Construction schedule

Alderman Koch inquired about the budget process.

### **ADJOURNMENT**

Without objection, the meeting was adjourned at 6:37 p.m.

Respectfully submitted,

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Kim Clark, City Clerk

**EXPENDITURES FOR APPROVAL**  
**11/3/2021**

|                               |                                 |                  |
|-------------------------------|---------------------------------|------------------|
| 1 AFLAC                       | October, 2021                   | 383.22           |
| 2 Alderman Dan Koch           | November, 2021                  | 375.00           |
| 3 Alderman Dave Wandling      | November, 2021                  | 375.00           |
| 4 Alderman EJ Sansone         | November, 2021                  | 375.00           |
| 5 Alderman Justin Ungerboeck  | November, 2021                  | 375.00           |
| 6 Alderman Kasey Reilly       | November, 2021                  | 375.00           |
| 7 Alderman Mike Costlow       | November, 2021                  | 375.00           |
| 8 Ameren                      | City Hall                       | 1,143.09         |
| 9 Ameren                      | Concession Stand                | 228.62           |
| 10 Ameren                     | City Park                       | 159.78           |
| 11 Ameren                     | Traffic Light 2                 | 48.66            |
| 12 Ameren                     | Traffic Light                   | 10.49            |
| 13 Ameren                     | Athletic Complex                | 494.23           |
| 14 Cuivre River Electric      | Light on Weidon Spring          | 35.62            |
| 15 Cuivre River Electric      | Henke/Feise Rd. Traffic Signals | 65.00            |
| 16 Cuivre River Electric      | Light at Georgetown Park        | 44.59            |
| 17 Cuivre River Electric      | Lights at St. Williams Apts.    | 28.05            |
| 18 Cuivre River Electric      | Hanley Rd. Traffic Signal       | 67.00            |
| 19 First Bank                 | Credit Card Charges             | 1,817.51         |
| 20 Hansens                    | Tree Removal: Mackintosh        | 725.00           |
| 21 Insurance: Principal Life  | Life: November, 2021            | 634.20           |
| 22 International Code Council | Code Books                      | 1,275.59         |
| 23 LAGERS                     | October, 2021                   | 4,594.04         |
| 24 Mayor John Gotway          | November, 2021                  | 1,000.00         |
| 25 MOCCFOA                    | City Clerk Luncheon             | 64.00            |
| 26 Office Essentials          | Office Supplies                 | 61.16            |
| 27 Parks: BSN Sports          | Practice Baseballs              | 450.00           |
| 28 Parks: Martin Trophy       | Pickelball Medals               | 25.00            |
| 29 Parks: Merdic              | Pickelball Refund               | 20.00            |
| 30 Parks: Umpires             | Umpires 11/3/21                 | 1,080.00         |
| 31 Payroll                    | 10-29-21 Payroll                | 23,202.40        |
| 32 Rottler                    | Quarterly Pest Control          | 99.00            |
| 33 St. Louis Post Dispatch    | Election Notice                 | 544.11           |
|                               |                                 | <b>40,550.36</b> |

Approved by Board of Aldermen 11-03-21

\_\_\_\_\_  
Mayor John Gotway

TREASURER'S REPORT

As of September 30, 2021

|                                    |                     |
|------------------------------------|---------------------|
| General Fund                       | 462,285.66          |
| Special Revenue Fund               | 585,417.62          |
| Parks & Storm Water Fund           | 1,265,147.45        |
| Parks & Storm Water Umpire Fund    | 5,978.69            |
| Capital Improvement Sales Tax Fund | 460,135.52          |
| Municipal Bond Account             | 1,686.24            |
| Escrow/Bond Account                | 253,050.20          |
| Petty Cash                         | 100.00              |
| Cash Drawer                        | 200.00              |
| Commerce Bank Investments          | 988,000.00          |
| Charles Schwab Investments         | 2,263,320.84        |
| ARPA Funds                         | 1,346,793.58        |
| <b>TOTAL</b>                       | <b>7,632,115.80</b> |
| <br>                               |                     |
| Bryan Road NID Bond Fund           | 163,000.94          |
| Bryan Road NID Bond Reserve Fund   | 122,247.48          |

Respectfully submitted,



Kim Clark  
City Clerk/Treasurer





City Hall  
2032 Hanley Road  
Dardenne Prairie, MO 63368  
Phone 636.561.1718  
Fax 636.625.0077

## TEMPORARY USE PERMIT APPLICATION

CITY OF DARDENNE PRAIRIE, MISSOURI

[www.DardennePrairie.org](http://www.DardennePrairie.org)

To the Mayor of Dardenne Prairie:

I/We request permission for the following land use:

- Temporary Retail Sales\*
- Seasonal Sales\*
- Mobile home (due to disaster)\*
- Real Estate Office (incidental to a new housing development) \*
- Contractor's Office/Shed\*
- Carnival/Circus

Cost of land use improvements 0

Description of land use: Sell Christmas Trees at southwest corner of Church property near Town Square Avenue to raise money for St. Vincent DePaul charity

Location of temporary land use: Immaculate Conception Church - southwest corner

Based on good weather conditions, this land use will commence on November 22, 2021 and will continue for approximately 30 days. (date)

The permit application fee of \$ \_\_\_\_\_ has been paid. As in the past years, please waive the fee. Thank you!

A cash deposit or bond in the amount of \$ \_\_\_\_\_ has been placed with the City\*\*.

The Mayor, with approval by the Board of Aldermen, is authorized to issue or deny a permit for a temporary use within any zoning district provided it meets the requirements of Section 405.430 of the Municipal Code and does not create a concern regarding health, safety, traffic and the general welfare. The permit may be issued for a specified period of time and shall contain provisions regarding health, safety, traffic and the general welfare. The Mayor and Board of Aldermen may require such assurances or guarantees of compliance with conditions as are reasonable and appropriate under the circumstances.

Existing drainage directions and patterns shall be maintained. All necessary siltation control measures shall be installed to prevent material from disturbed areas being deposited into storm sewers and/or onto adjacent properties pursuant to Section 410.080 of the Municipal Code.

\* Attach a concept plan or site plan for the site drawn to scale depicting the proposed temporary land use and its relation to adjacent properties, utilities and streets and include proposed building(s), parking areas, utilities and sidewalks with significant dimensions were appropriate to clarify the plan for review and approval by the City Engineer.

\*\* If required by the Board of Aldermen. The applicant has 2 years from the date this permit is issued to request a refund of any cash deposited with the City of Dardenne Prairie, Missouri. After 2 years, all such cash deposits not used or refunded will be deemed relinquished to the City of Dardenne Prairie, Missouri.

Monsignor Ted Wojcicki  
OWNER

John Leger  
APPLICANT

John Leger 10/29/2021  
Authorized Signature Date

\_\_\_\_\_  
Authorized Signature Date

John Leger  
Printed Name

\_\_\_\_\_  
Printed Name, Title

7707 Town Square Avenue  
Street Address

\_\_\_\_\_  
Street Address

Dardenne Prairie, MO 63368  
City/State/Zip Code

\_\_\_\_\_  
City/State/Zip Code

636-561-6611 636-561-3883  
Telephone Facsimile

\_\_\_\_\_  
Telephone Facsimile

**NOTE: By affixing signatures to this application form, the Applicant and Owner hereby verify that: they have reviewed the applicable zoning regulations; they are familiar with the specific requirements relative to this application; and they take full responsibility for this application. The above signatures further indicate that the information provided on this form and any additional data attached hereto is true, complete, and accurate.**

Complete application and submit with the non-refundable fee of \$150.00 to:

City of Dardenne Prairie  
2032 Hanley Road  
Dardenne Prairie, MO 63368

***For Office Use Only***

Permit No. \_\_\_\_\_

Approved by the Board of Aldermen with the following conditions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A Building Permit:  is not required.  
 is required (Building Department - (636) 561-1718).

By: \_\_\_\_\_  
Mayor Date