

**Meeting Minutes**  
**Department of Public Works Committee Meeting**  
**Wednesday, October 12, 2022, 8:15 A.M.**

The meeting was called to order at 8:15 a.m.

**The following members were present:**

Mark Ratterman, Tim Kaufmann, Randy Parnham, Brooke Palanca, Clint Williams, and Brent Suffian

**Also present**

Mayor Spewak, Councilman Patrick Hensley, Anne Lamitola, Director of Public Works; Scot Bollinger, Public Works Superintendent and Lori Mullins, Deputy City Clerk

**Adoption of the Agenda**

The agenda was adopted unanimously upon motion by Mr. Kaufmann and second by Mr. Suffian.

**Approval of meeting minutes**

The minutes of the July 27, 2022 meeting were approved unanimously upon motion by Mr. Williams and second by Ms. Palanca.

**Public Forum**

No members of the public were present.

Ms. Lamitola introduced Mr. Bollinger to the committee sharing that the City Council will be recognizing his 25th anniversary at the meeting on Monday. Cheerful congratulations followed.

**Update of Current Public Works Projects, Initiatives**

**Stormwater Projects**

The Willow Hill Stormwater Infrastructure Project “punch list” is nearing completion.

Remaining work for the Robin Hill/McKnight Lane Streambank Stabilization Project includes repair of the channel damages incurred during the July flooding event.

The Deerfield/Wakefield Stormwater Infrastructure project may be placed on inactive status as several property owners will not grant necessary easements.

FEMA assistance for Flood Buyouts is available through two programs; Flood Mitigation Assistance (FMA) and Hazard Mitigation Grant Program (HMGP). FMA funding is either a 90% Federal or 100% Federal share and the HMGP Federal share is 75%. The City Council authorized submittal for notice of interest to SEMA for 13 properties that suffered flooding during the July event. Ten properties on Foxboro, 2 Robin Hill Lane, 10104 Conway, and 7 Conway Lane have requested buyout. This does not obligate the City, however we are exploring possible options.

Since the Deerfield-Wakefield project is potentially going inactive, it could open up funding for the buyouts. Residents are investigating the possibility of getting the (inactive) Babler Lane project back on the list and are working to obtain the required easements.

Moving forward, the City staff will continue to communicate in multiple methods and will explore additional forms of communication to keep residents informed on stormwater projects. Currently, the City utilizes an email blast system for impacted property owners as well as posting updates to the City's website and providing updates for City meetings such as City Council and Stormwater Advisory Committee.

The next scheduled Stormwater Advisory Committee will be held on January 26, 2023.

### ***Roadway/Sidewalk Projects***

Ms. Lamitola gave the following updates:

Clayton Road ADA Phase IV sidewalk improvements between Louwen and McKnight is substantially complete, and the sidewalk is open.

Dielman Sidewalk and Road Improvements project is in the easement acquisition phase with OR Colan as the Project Manager. Easements are required from twelve property owners. Easement agreements have been reached with almost all property owners. After ROW is certified complete, final plans will be prepared.

The City installed a Rapid Flashing Beacon in 2022 at Conway Elementary School which has been well received.

A study of the Clayton Business District was completed by CBB in 2022. Ms. Lamitola went over the study and requested a recommendation for City Council. The City is considering modifying the signals at S. 40 Drive/Clayton and I-64/40/Clayton to include pedestrian signals and crosswalks. Additional signal work is being considered for the district. More data is required to be eligible for MoDOT cost share consideration. A general discussion ensued regarding the Clayton Road Business District. Staff stated that an Economic Development Committee is planned in accordance with the Strategic Plan for the City. That Committee will discuss the various business districts in the City.

Mr. Kaufmann moved recommendation to City Council to approve #6.1 of the study to collect additional data needed at S. 40 drive and the off ramps for retrofitting of the signals. The motion passed unanimously upon second by Mr. Parnham.

CMT is seeking a supplemental contract for \$16,471.67. The additional cost is justified due to the scope change of analyzing increasing the sidewalk width from five feet to six feet. Mr. Williams moved to recommend approval of Resolution 2022-30 to the City Council which is for a supplemental agreement to the contract with CMT for the Dielman Road Improvements. The motion passed unanimously upon second by Mr. Suffian.

A public meeting has been scheduled for November 10 from 4 – 6 pm to review the draft walkability plan and seek community input. Discussion of the sidewalk matrix factors which includes items such as topography and connectivity ensued.

***Parks/Open Space Projects***

Deer Creek Preserve project design is in the permitting phase. Funding for the trail, parking, benches, and plantings will come from the Municipal Park Construction Grant, proceeds of the MSD easements, and potentially through the Deer Creek Watershed Alliance's Watershed Implementation Plan grant.

The MSD Deer Creek Sanitary Sewer project construction continues on the site through Spring 2023.

Rodes Park initial improvements include a pedestrian bridge and streambank stabilization. Surveying will take place this fall; design is projected to start next year but may be delayed due to budget constraints.

BOSTA Committee will meet October 17, 2022 at 7:30 am.

**Adjournment**

The meeting adjourned unanimously upon motion by Mr. Williams and second by Ms. Palanca at 9:22 a.m.

Sincerely,



Mark Ratterman  
Department of Public Works Committee