



**MINUTES OF THE PUBLIC HEARING OF
MONDAY, FEBRUARY 7, 2022
SPECIAL USE PERMIT FOR SPECIAL USE PERMIT FO OPERATE
AN OFFICE RELATING TO CREMATION SERVICES LOCATED
AT 14394 MANCHESTER ROAD.**

CALL TO ORDER

Mayor Mike Clement called the Public Hearing of the Board of Aldermen to order at 7:00 p.m.

ROLL CALL AND STATEMENT OF QUORUM

Roll call showed those present were Alderman Nolte, Alderman Ottenad, Alderman Huether, Alderman Baumann, Alderman Toben, and Mayor Clement. A quorum was present.

PUBLIC HEARING

The following notices of the public hearing was then read together:

“CASE #21-SUP-006 - Timothy Johnson, on behalf of Elmer Kowal, owner, is seeking approval of a Special Use Permit to occupy the existing 1,200 square foot building located at 14394 Manchester Road and zoned “PBD” Planned Business District. The proposed use is office relating to cremation services, no additional cremation services or operations are proposed. “

Speaking as a proponent, Mr. Timothy Johnson, Managing Director of Foundation Cremation Service, stated he was requesting to open a Cremation office located at 14394 Manchester Road. He said there will be no cremation services or operations at the location. He stated that he is aware that there is another cremation location a few doors down, but he does not believe there will be a problem. He believes the demand is going up for cremation services and there are not many places to find those services.

COMMENTS FROM OPPONENTS, QUESTIONS OR COMMENTS FROM THE PUBLIC

Mayor Clement stated that he did oppose it at the Planning and Zoning Commission meeting, and he still has concerns.

Alderman Ottenad stated she understands with competition and free enterprise, but she questions why the City would want to put two cremations services side by side. She said currently the City is trying to redevelop Manchester Road from Sulphur Springs to Highway 141 to bring life into the area and she doesn't want to remind everyone of death.

Mayor Clement stated that sitting on the Planning and Zoning Commission when someone comes to the Board for a Special Use Permit, they look at key questions that the City needs to look at. What gets him is looking how it adversely effects the character of neighborhood or the region. He stated that to him, he believes a mortuary, or a cremation facility does in fact effect the character of this neighborhood.

Director of Planning, Zoning and Economic Development Todd Streiler stated he would like to have more time to investigate the concerns that were brought to his attention. He would also like to investigate the comprehensive plan. He wants to make sure this is not conflict with the comprehensive plan.

Alderman Nolte stated that he agrees with Alderman Ottenad and Mayor Clement, and it he believes it affects the character of the neighborhood greatly to have a bunch of funeral homes/crematoriums in the same area.

Alderman Baumann also agrees with the comments by made by Alderman Ottenad and Mayor Clement.

Alderman Huether stated she too agrees with the comments, and she appreciates the opportunity to be able to investigate this further.

Mayor Clement stated he is asking the Board to leave this meeting open to give everyone some time to investigate this further. The Board agreed they would like more time to look into this further.

ADJOURNMENT

Mayor Clement closed the public hearing at 7:17 p.m.



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF MONDAY, FEBRUARY 7, 2022
BY VIDEO CONFERENCING ON ZOOM
AT 200 HIGHLANDS BOULEVARD DRIVE**

CALL TO ORDER

Mayor Mike Clement called the Regular Board of Aldermen Meeting to order at 7:18 p.m.

ROLL CALL AND STATEMENT OF QUORUM

Roll call showed those present were Alderman Nolte, Alderman Ottenad, Alderman Huether, Alderman Baumann, Alderman Toben, and Mayor Clement. A quorum was present.

APPROVAL OF THE MINUTES

January 18, 2021

Alderman Ottenad made the motion to approve the minutes of the Tuesday, January 18, 2022, Board of Aldermen Regular Meeting. The motion was seconded by Alderman Baumann and carried unanimously, with no objections from any members of the Board of Aldermen.

ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA

Mayor Clement stated due to the Public Hearing continuing to stay open the Bill regarding the Special Use Permit for 14394 Manchester Road will not be read. Bill Number 22-2459 and those two bills that follow it will change the numbers by one.

Alderman Ottenad made the motion to approve the Order of Items on the Agenda, as amended. The motion was seconded by Alderman Huether and carried unanimously, with no objections from any members of the Board of Aldermen.

CONSIDERATION OF PETITIONS

New Liquor License Considerations

City Clerk Michelle Melugin stated that CF Altitude d/b/a Petro Mart is requesting new liquor licenses for 859 Meramec Station Road and 14181 Manchester Road. She stated that the Police Department has done a full background check on them and feels they would be able to continue to sell liquor in the City of Manchester.

Alderman Ottenad made the motion to approve the liquor licenses for Cf Altitude for 859 Meramec Station and 14181 Manchester Road. The motion was seconded by Alderman Baumann and carried unanimously, without any objections from any members of the Board of Aldermen.

Comments from the Public

There were none.

REPORTS FROM THE MAYOR

Nomination of John Dodge to assume the duties of Alderman Ward One for the balance of the current open term

Alderman Nolte made the motion to appoint John Dodge to Alderman Ward One for the balance of the current open term. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Aldermen.

Mayoral Reports

Mayor Clement wanted to thank everyone for working around the clock during the winter storm.

Mayor Clement wanted to acknowledge the summer programs have already started filling up. All day camps are already full.

Mayor Clement wanted everyone to know that Manchester will be having a celebration of life of Carl Hudson on April 30 at Paul Schroeder Park.

Reports from the City Administrator

City Hall

City Administrator Justin Klocke stated that Archimages did send a preliminary plan for the lower level. They had a couple questions regarding egress points. City Administrator Klocke stated that he will be meeting with city hall team to go over the questions.

City Administrator Klocke stated next week they will be sending elevation concepts for the lower level outside of the building.

Annexation Update

City Administrator Klocke stated they are working on the second draft plan of intent. They are just fine tuning on everything. They are meeting with Director heads to discuss their narratives in the document.

City Administrator Klocke stated that they are drafting a Manchester Message for the annexation area to the unincorporated area with information. They will be lots of information about who Manchester is and some frequently asked questions.

Planned Business District

City Administrator Klocke stated that in correlation with Rick Randle and Ryan Geringer of Pace Properties, held two informational meetings in January to discuss the redevelopment in the Planned Business District. They were very well received meetings and open dialog.

12-31-2021 Financial Report - Director Don Yucuis

Director of Finance Don Yucuis presented the Financial Report to the Board. He feels we are very close to the budget. The ARPA funds did come in. Everything added to a good year and he is very pleased with the budget.

Introduction of New Public Works Employee - Mr. Tom Murphy

Director of Public Works Errol Tate stated hired on as Maintenance one and is also training

with Terry. He will be the backup for Terry on building maintenance.

List of Paid Bills (Warrant dates of 01-18-2021 to 02-06-2022)

There were no questions.

Planning and Zoning Commission

Alderman Nolte stated they did not meet.

Veterans Commission

Alderman Huether stated they did not meet but the next meeting will be on February 23 at 4:30 p.m.

Homecoming Committee

Alderman Ottenad stated they did not meet but the first meeting for the 2022 year will be April 19 at 6:30 at the parks building. She wanted everyone to know that everyone is welcome to attend.

Audit and Finance Committee

Alderman Toben stated they went through the budget, and everything looks good. The finances for the city look good and the ARPA funds definitely helped.

Tree Advisory Board

Mayor Clement stated they did not meet.

ACTION ON OLD BILLS

BILL NO. 21-2458

APPROVAL FOR APPLICATION FOR GRANT FUNDS FOR PAUL SCHROEDER PARK

Alderman Baumann read for the second time Bill No. 22-2458, entitled: "AN ORDINANCE AUTHORIZING THE DIRECTOR OF PARKS, RECREATION, AND ARTS TO SIGN AN APPLICATION FOR FEDERAL GRANT FUNDS FOR THE RENOVATION OF THE PAUL A. SCHROEDER PARK PLAYGROUND", by title only.

Alderman Ottenad stated that she has been reading that St. Louis County for the Kinloch Park is going for a \$500 thousand dollar grant and she wondered if it is the same grant that Manchester is going for.

Director of Parks and Recreation Kat Schien stated that she isn't sure what they are going for, but they could be going towards a municipal grant. She explained there is different grants that we could be going after.

Alderman Baumann made the motion that Bill No. 21-2458, become Ordinance No. 22-2343. The motion was seconded by Alderman Huether.

A poll of the Board showed:

Alderman Toben - aye

Alderman Nolte - aye

Alderman Ottenad - aye

Alderman Baumann - aye

Alderman Huether - aye

Mayor Clement announced that the motion passed 5 to 0, with no objections from any members of the Board of Aldermen.

INTRODUCTION OF NEW LEGISLATION

BILL NO 22-2459

AMENDING THE FISCAL YEAR 2021 BUDGET

Alderman Ottenad read Proposed Bill NO 22-2459, entitled: "AN ORDINANCE AMENDING ORDINANCE NO. 20-2306 THAT ADOPTED AND APPROVED THE 2021 BUDGET AND ORDINANCE 21-2314 THAT AMENDED THE 2021 BUDGET FOR THE CITY OF MANCHESTER FOR THE YEAR JANUARY 1, 2021 THROUGH DECEMBER 31, 2021", by title only.

No further action at this time.

BILL NO. 22-2460

AMENDING CELTIC MEADOWS SITE PLAN

Alderman Toben read Proposed Bill NO. 22-2460, entitled: "AN ORDINANCE AMENDING ORDINANCE 21-2326 APPROVING A FINAL SITE DEVELOPMENT PLAN FOR THE ARBORS AT CELTIC MEADOWS SUBDIVISION BY SUBSTITUTING EXHIBIT B TO INCLUDE ARCHITECTURAL ELEVATIONS", by title only.

No further action at this time.

RESOLUTION NO 22-0853

FOR POOL MANAGEMENT OPERATIONS

Alderman Nolte read Proposed Resolution NO. 22-0853, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH MIDWEST POOL MANAGEMENT OF AMERICA, LTD. IN AN AMOUNT NOT TO EXCEED TWO HUNDRED AND EIGHT THOUSAND FIVE HUNDRED AND THIRTY DOLLARS (\$208,530.00) FOR ALL LABOR, MATERIALS, TOOLS AND EXPENDABLE EQUIPMENT NECESSARY FOR THE MANAGEMENT AND OPERATION OF THE MANCHESTER AQUATIC CENTER IN 2022, WITH AN OPTION FOR TWO ONE-YEAR RENEWALS FOR THE 2023 AND 2024 POOL SEASON", by title only.

Alderman Nolte made the motion for approval of Resolution No. 22-0853. The motion was seconded by Alderman Ottenad and carried unanimously, without any objections from any members of the Board of Aldermen.

RESOLUTION NO 22-0854

PURCHASE OF A 2022 SKID STEER FOR THE PARKS DEPARTMENT

Alderman Baumann read Proposed Resolution NO. 22-0854, entitled: "A RESOLUTION ACCEPTING THE BID OF CROWN INDUSTRIES CORP. DOING BUSINESS AS HEAVY DUTY EQUIPMENT CO. IN THE AMOUNT OF NINETY-ONE THOUSAND FOUR HUNDRED FORTY-FIVE DOLLARS AND SEVENTY-TWO CENTS (\$91,445.72) FOR

THE PURCHASE OF ONE (1) KUBOTA S SERIES 2-TRACK SKID STEER AND AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ISSUE A PURCHASE ORDER THEREFOR”, by title only.

Alderman Baumann made the motion for approval of Resolution NO. 22-0854. The motion was seconded by Alderman Ottenad and carried unanimously, without objections from any members of the Board of Aldermen.

RESOLUTION NO 22-0855
FOR PURCHASE OF BULK GASOLINE

Alderman Toben read Proposed Resolution NO. 22-0855, entitled: “A RESOLUTION APPROVING THE 2022 BULK PURCHASE OF REGULAR UNLEADED GASOLINE AND ULTRA LOW SULFUR DIESEL FUEL PURSUANT TO ST. LOUIS COUNTY’S COOPERATIVE PROCUREMENT CONTRACT IN THE AMOUNT OF SEVENTY-SEVEN THOUSAND FOUR HUNDRED DOLLARS (\$77,400.00) AND AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ISSUE PURCHASE ORDERS THEREFOR”, by title only.

Alderman Toben made the motion for approval of Resolution NO. 22-0855. The motion was seconded by Alderman Ottenad and carried unanimously, without objections from any members of the Board of Aldermen.

RESOLUTION NO. 22-0856
FOR PURCHASE OF MEDIUM SIZE DUTY TRUCK

Alderman Huether read Proposed Resolution NO. 22-0856: “A RESOLUTION ACCEPTING THE BID OF JOE MACHENS FORD LINCOLN IN THE AMOUNT OF EIGHTY-FIVE THOUSAND FIVE HUNDRED AND FIFTY-THREE DOLLARS (\$85,553.00) FOR THE PURCHASE OF ONE (1) 2022 FORD F450 DIESEL FUELED TRUCK WITH DUMP BODY AND ASSOCIATED EQUIPMENT AND AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ISSUE A PURCHASE ORDER THEREFOR”, by title only.

Alderman Huether made the motion for approval of Resolution No. 22-0856. The motion was seconded by Alderman Ottenad and carried unanimously, without objections from any members of the Board of Aldermen.

RESOLUTION NO. 22-0857
PURCHASE OF THREE DODGE DURANGOS FOR THE POLICE DEPARTMENT

Alderman Nolte read Proposed Resolution No. 22-0857: “A RESOLUTION APPROVING THE PURCHASE OF THREE (3) 2022 DODGE DURANGOS FOR POLICE DEPARTMENT USE; AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ISSUE A PURCHASE ORDER IN THE AMOUNT OF ONE HUNDRED FIFTEEN THOUSAND FOUR HUNDRED AND SEVEN DOLLARS (\$115,407.00); AND AUTHORIZING A BUDGET AMENDMENT FOR SAME”, by title only.

Alderman Nolte made the motion for approval of Resolution NO. 22-0857. The motion was seconded by Alderman Baumann and carried unanimously, without objections from any members of the Board of Aldermen.

MISCELLANEOUS

Oath of Office - John Dodge, Alderman Ward One

City Clerk Michelle Melugin gave the Oath of Office to Alderman John Dodge.

Comments from the Public

There were none.

ADJOURNMENT

There being no further business, Alderman Ottenad made the motion to adjourn. The motion was seconded by Alderman Nolte and carried unanimously. The meeting adjourned at 7:57 p.m.