



RECORD OF PROCEEDING

SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF CHESTERFIELD VIRTUAL MEETING VIA ZOOM

APRIL 6, 2020

The meeting was called to order at 7 p.m.

Mayor Bob Nation led everyone in the Pledge of Allegiance and followed with a moment of silent prayer.

A roll call was taken with the following results:

PRESENT

ABSENT

Mayor Bob Nation
Councilmember Mary Monachella
Councilmember Barbara McGuinness
Councilmember Ben Keathley
Councilmember Mary Ann Mastorakos
Councilmember Dan Hurt
Councilmember Michael Moore
Councilmember Tom DeCampi
Councilmember Michelle Ohley

APPROVAL OF MINUTES

The minutes of the March 16, 2020 City Council meeting were submitted for approval. Councilmember McGuinness made a motion, seconded by Councilmember Ohley, to approve the March 16, 2020 City Council minutes. A voice vote was taken with a unanimous affirmative result and the motion was declared passed.

The minutes of the March 16, 2020 Executive Session were submitted for approval. Councilmember Ohley made a motion, seconded by Councilmember Moore, to approve the March 16, 2020 Executive Session minutes. A voice vote was taken with a unanimous affirmative result and the motion was declared passed.

The minutes of the March 16, 2020 Public Hearing were submitted for approval. Councilmember Hurt made a motion, seconded by Councilmember Mastorakos, to approve the March 16, 2020 Public Hearing minutes. A voice vote was taken with a unanimous affirmative result and the motion was declared passed.

INTRODUCTORY REMARKS

Mayor Nation announced that the next meeting of City Council is scheduled for Monday, May 4, at 7 p.m.

COMMUNICATIONS AND PETITIONS

Mayor Nation read a statement for the record:

This evening is our first meeting since the stay at home order in St. Louis County and the state of Missouri. While we are having to change how we operate, we are still committed to a transparent process and encourage public comment to the elected officials of the City of Chesterfield. We will be accepting public comments based on using the “hand raise” feature for those of you in the audience. You may raise your hand at any time and I will recognize you when we get to the communications portion of the agenda.

City Clerk Vickie McGownd stated that she has not received any requests via email or voice mail to make public comments this evening.

APPOINTMENTS

There were no appointments.

COUNCIL COMMITTEE REPORTS AND ASSOCIATED LEGISLATION

Planning/Public Works Committee

Councilmember Mary Ann Mastorakos, Chairperson of the Planning/Public Works Committee, indicated that she had no report this evening.

Finance and Administration Committee

Councilmember Michael Moore, Chairperson of the Finance and Administration Committee, announced that this Committee recommended approval of the codification

process at its meeting on March 3, 2020; however, a public hearing is required before this legislation may be enacted. Since a public hearing may not be held in a virtual setting, this item will be addressed as soon as possible after the stay at home order has been lifted.

Bill No. 3294 Adopts and implements revisions to the City of Chesterfield employee salary administration manual **(Second Reading) Finance and Administration Committee Recommends approval**

Councilmember Moore made a motion, seconded by Councilmember DeCampi, for the second reading of Bill No. 3294. A voice vote was taken with a unanimous affirmative result and the motion was declared passed. Bill No. 3294 was read for the second time. A roll call vote was taken for the passage and approval of Bill No. 3294 with the following results: Ayes – DeCampi, Ohley, Moore, Keathley, Hurt, McGuinness, Monachella and Mastorakos. Nays – None. Whereupon Mayor Nation declared Bill No. 3294 approved, passed it and it became **ORDINANCE NO. 3101**.

Parks, Recreation & Arts Committee

Councilmember Tom DeCampi, Chairperson of the Parks, Recreation & Arts Committee, indicated that he had no report this evening.

Public Health & Safety Committee

Councilmember Mary Monachella, Chairperson of the Public Health & Safety Committee, indicated that she had no report this evening.

REPORT FROM THE CITY ADMINISTRATOR

City Administrator Mike Geisel presented proposed revisions to the 2020 City Council Meeting Schedule due to the Governor's Executive Order postponing the April Municipal election. Councilmember Ohley made a motion, seconded by Councilmember Moore, to approve proposed revisions to the 2020 City Council Meeting Schedule. A voice vote was taken with a unanimous affirmative result and the motion was declared passed.

Each Department Head gave a brief update on their department's response to the COVID-19 pandemic and actions taken relative to the "stay at home" order.

- Director of Planning Justin Wyse reported that the Planning Department is functioning to the greatest extent possible, utilizing a combination of remote and in-office staffing as the ability to perform work either off-site or on-site dictates.
- Director of Public Works/City Engineer Jim Eckrich reported that the Public Works Department has taken the following steps to reduce potential exposure within each of its divisions:
 - Facilities Division – Schedules have been adjusted to reduce exposure and cover weekend hours. Primary focus is keeping facilities clean and

disinfected, especially higher traveled areas in the Police Department and City Hall.

- Capital Projects/Engineering Division – Engineers are working remotely, coming in as necessary; project managers and inspectors are working mostly from their vehicles.
- Fleet and Streets Divisions (working out of the Public Works Facility) – Schedules have been adjusted to half shift on and half shift off/on-call, rotating by weeks, to reduce possible exposure. On-call employees are available to work any time as needed.
- Director of Parks, Recreation and Arts Thomas McCarthy reported that professional Parks staff is working remotely, and if they need to come in, they report to alternate locations. No part time staff is working at this time. Parks maintenance staff continues to work on three day shifts, reporting to different areas in an effort to reduce possible exposure. The community garden, Eberwein dog park, park restrooms and drinking fountains are currently closed.
- Captain Mike Thompson reported that the Police Department has worked with St. Louis County Emergency Operations Center, Department of Health, and other area departments, to create a Pandemic Operations Plan, specific to Chesterfield but consistent with other departments throughout St. Louis County. The main focus with patrols is to increase visibility in neighborhoods, business areas, and parks. In an effort to minimize exposure to officers, operational changes have been made and all in-service training and outside service training has been canceled or suspended.
- Director of Information Technologies Matt Haug reported that Information Technologies (IT) staff is working a split shift, and working on-site as needed. GIS staff is working remotely. Capacity has been added to the network, internet and firewall, and all remote function is performing at a satisfactory level. Support efforts in Town & Country and Frontenac are very similar to Chesterfield, and IT staff goes to those facilities as necessary.
- Director of Finance Jeannette Kelly reported that Finance and Human Resource department staff are working off-site and remote as well as on-site as needed in order to limit potential exposure within the group. They have adapted to remain operational in all areas including but not limited to payroll, accounts payable, business licenses, financial reporting and human resources.

Although revenue loss associated with the COVID-19 pandemic and the associated “stay at home” order is anticipated to be temporary, staff is committed to reduce expenses where possible. A temporary hiring freeze has been implemented, non-essential purchases have been delayed and deferred, business travel has been restricted, some capital projects have been delayed and deferred, and operational adjustments have been made to further decrease costs.

OTHER LEGISLATION

There were no action items for other legislation.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

ADJOURNMENT

There being no further business to discuss, Mayor Nation adjourned the meeting at 8:15 p.m.





Mayor Bob Nation

ATTEST:



Vickie McGownd, City Clerk

APPROVED BY CITY COUNCIL: 5-4-2020