

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF ALDERMEN OF TWIN OAKS,  
TWIN OAKS CITY HALL  
ST. LOUIS COUNTY, MISSOURI  
WEDNESDAY, JANUARY 21, 2026**

Mayor Russ Fortune called the meeting of the Twin Oaks Board of Aldermen to order at 6:30 p.m. Roll Call was taken:

In Attendance:

- Alderman Lisa Eisenhauer
- Alderman Jim Crawford
- Alderman Tim Stoeckl
- Mayor Russ Fortune

Attending via Zoom:

- Alderman Joe Krewson

Also Present:

- April Milne, City Clerk
- Paul Rost, City Attorney
- Dave Watson, Financial Consultant

Permanent records are kept of all minutes and ordinances. Each ordinance is read a minimum of two times by title, unless otherwise noted.

**APPROVAL OF THE AGENDA**

Mayor Fortune asked for a motion to approve the agenda.

- **Motion:** To approve the agenda.
- **Moved by:** Alderman Crawford
- **Seconded by:** Alderman Stoeckl
- **Vote:** Motion approved by a unanimous vote.

**CITIZEN COMMENTS**

No citizen comments.

**APPROVAL OF THE CONSENT AGENDA**

Mayor Fortune asked for a motion to approve the Consent Agenda consisting of the Regular Meeting Minutes from January 7, 2026, and Bills list from January 03, 2026 to January 16, 2026. Alderman Crawford asked for clarification on the Bills list for an engineering bill. City Clerk April Milne clarified that permits are required for improvements on leased towers in Twin Oaks Park and those permit applications require review by our engineering firm, BFA.

- **Motion:** To approve the consent agenda.  
**Moved by:** Alderman Stoeckl  
**Seconded by:** Alderman Crawford  
**Vote:** Motion approved by a unanimous vote.

### **REPORT OF COMMITTEES/COMMISSION/CONTRACTORS**

**Financial Report:** City Financial Consultant Dave Watson presented an overview of the City's preliminary financial close-out for November and December 2025, noting that figures remain subject to adjustment due to potential backdated transactions in early 2026.

He reported that the City's cash position remains steady and about the same as last year. While cash increased by roughly \$30,000, this was balanced by similar increases in bills owed and fund balances. For 2025, the City collected approximately \$1.81 million in revenue and spent about \$1.79 million.

Mr. Watson noted that sales tax revenues continue to fluctuate due to state distribution timing. Capital improvements were identified as the primary driver of increased expenditures, along with slightly higher administrative and park-related costs.

He concluded by advising that the City's annual audit is scheduled for late March 2026, tentatively around March 30.

**Park Committee Report:** Assistant Clerk Paula Dries presented the Park Committee report and provided an overview of the City's 2026 event schedule. She announced the following dates: Chingo (Chili Cook Off and Bingo) on Saturday, February 21; the Easter Egg Hunt on April 4; Arbor Day on April 21; Family Fun Day on June 13, which was moved from its previous timeframe to accommodate anticipated park construction; and the annual Fireworks Celebration on July 3.

Ms. Dries noted that event information will be promoted through the City's website, emailed and posted flyers, and other community communications. She also shared that the Committee discussed potential future events, including a derby party, mouse races, and an additional trivia night. These ideas remain under consideration and will be scheduled pending staff/volunteer availability and logistics.

### **OLD BUSINESS**

**Bill No. 26-01:** An Ordinance Creating the Position of City Administrator/Clerk and Appointing April Milne to the Position.

City Clerk April Milne read Bill No. 26-01. Mayor Fortune noted that the earlier change to the position, which was necessary due to previous board membership of the current employee, was being reversed now that the applicable statutory period has lapsed.

Discussion ensued regarding terminology throughout the ordinance, other staff titles and related job descriptions. Alderman Eisenhower requested that the description be modified to read the work hours would be set by the Board instead of the Mayor and that procedural language be consistent throughout the Code and related documents. The Board also amended the language to ensure statutory compliance. City Clerk Milne read Bill No. 26-01 for a second time.

- **Motion:** to approve Bill No. 26-01 as amended.  
**Moved by:** Alderman Stoeckl  
**Seconded by:** Alderman Joe Krewson-via zoom  
**Vote:** Alderman Eisenhower-yes  
Alderman Krewson-yes  
Alderman Crawford-yes  
Alderman Stoeckl-yes

Mayor Fortune stated that Bill No. 26-01 being duly passed becomes Ordinance No. 26-01.

### **NEW BUSINESS**

**Resolution No. 2026-01:** A Resolution of the Twin Oaks Board of Aldermen Approving a Right-of-Way Encroachment and License Agreement with 830 Meramec Station, LLC. City Attorney Paul Rost noted that an existing sign is located within the City's right-of-way. The owner updated the sign, and an agreement was reached allowing it to remain in place, with the understanding that it will be relocated at the owner's expense if required for future City projects.

- **Motion:** To approve Resolution No 2026-01.  
**Moved by:** Alderman Crawford  
**Seconded by:** Alderman Eisenhower  
**Vote:** Motion approved by a unanimous vote.

**Resolution No. 2026-02:** A Resolution of the Twin Oaks Board of Aldermen Approving Two Agreements with TruGreen Lawncare for lawn care Services at Twin Oaks Park and City Hall. Administrator/Clerk April Milne reported that True Green Lawn Care will provide lawn services for both the park and City Hall, while Davey Tree Expert Tree Service will continue to handle tree maintenance. The existing service schedule will remain unchanged, and the decision was based on cost savings and prior positive experience.

- **Motion:** To approve Resolution No. 2026-02.  
**Moved by:** Alderman Eisenhower  
**Seconded by:** Alderman Crawford  
**Vote:** Motion approved by a unanimous vote.

**Clarification of Code re: driveway approach maintenance:** City Attorney Paul Rost provided an overview of City policies regarding driveway approaches within the City's right-of-way. He

explained that property owners are responsible for maintaining private driveway approaches within the right-of-way, and that the City intervenes only when a condition creates a public safety concern or risk to City infrastructure. He noted the City's limited liability under sovereign immunity and explained that when damage is caused by City contractors, the City will assist residents in seeking remediation from the contractor.

The Board directed staff to revise the Code to clarify responsibilities and reflect the City's willingness to assist in contractor-related issues, with a draft ordinance to be presented at the next meeting.

### **DISCUSSION ITEMS**

No Discussion Items

### **PUBLIC WORKS REPORT**

**Public Works Supervisor Jake Kemper** reported that TruGreen will assume city lawn care services, while Davey will continue fertilizing the intersection trees. Seasonal decorations have been removed and stored at the City maintenance facility, and routine park maintenance continues with winter plant maintenance and limb cleanup.

New windows have been installed at the City maintenance facility with siding scheduled for completion this week, and trim has been painted. Stone was replaced around the park entrance inlet to improve drainage and appearance. He hopes to secure the goat vegetation maintenance service for May, pending availability. Mr. Kemper also noted ongoing work to calibrate and retrieve data from the updated radar sign system.

Upcoming projects include landscaping improvements around the playground pavilion, with design ideas and additional quotes being sought. A preliminary \$2,000 quote was received from SiteOne for new plants, shrubs, and trees, and two Weeping Redbuds are planned for planting near the playground pavilion in observance of Arbor Day.

### **ATTORNEY'S REPORT**

No Attorney's Report

### **ADMINISTRATOR/CLERK REPORT**

**Administrator/Clerk April Milne** reported that the City's new website is nearing completion and will soft launch under the domain [www.cityoftwinoaks.gov](http://www.cityoftwinoaks.gov). Residents and users will be prompted to create accounts to utilize the reservation system, 311 system and receive city communications. Several notifications will be sent to the existing email list to guide the transition.

She also noted that Assistant Clerk Paula Dries is working with General Code to bring the City's meeting minutes archive in eCode up to date. In addition, Ms. Dries is gathering records that have

exceeded their retention period for proper destruction and will present a detailed list at a future meeting.

A resident submitted a request regarding a potential amendment to the City Code to allow backyard chicken keeping. The Board held an initial discussion and agreed to review the matter in greater detail during a future workshop session.

Regarding project status, Administrator/Clerk Milne shared that BFA is preparing preliminary plans for the Park Access Pedestrian Improvement Project, which will be presented to the Board for review upon completion. For the Park Lighting Upgrade Project, pole covers from the manufacturer have been installed, and the City is awaiting an update from Voss on the installation of the Wi-Fi module.

For the Meramec Station Sidewalk Connector (TAP Grant), she announced that the Request for Qualifications for engineering services would be published on MoDOT's website on January 21, with letters of interest due by February 27. The review and vetting period is scheduled for March, with all submitting contractors required to be on MoDOT's pre-qualified list. Final selection is expected to be presented to the Board on April 1.

### **MAYOR AND ALDERMEN COMMENTS**

No Mayor or Aldermen Comments.

### **FINAL CITIZEN COMMENTS**

No Citizen Comments.

### **ADJOURNMENT**

There being no further business, a motion was made to adjourn the regular meeting.

**Motion:** To adjourn the meeting

**Moved by:** Alderman Eisenhower

**Seconded by:** Alderman Krewson

**Vote:** Motion approved by a unanimous vote.

The regular meeting was adjourned at 7:37 p.m.

Drafted By: \_\_\_\_\_  
Paula Dries  
Assistant City Clerk

Date of Approval: \_\_\_\_\_

ATTEST:

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April Milne  
City Clerk

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Russ Fortune,  
Mayor, Board of Aldermen





## CITY OF TWIN OAKS POLICE ACTIVITY REPORT January 2026

Radio CFS:	30
Self-Initiated Assignments:	164
Police Reports Written:	6
Total Traffic Stops:	9

### Arrests:

Felony	2 (Drug/Paraphernalia)
Misdemeanor	0
Summons (Arrest Notification)	0

### Auto Accidents:

Injury	0
Non-Injury	3

Locations: (2) Big Bend Rd and Meramec Station and MO Hwy 141 at Big Bend Rd

Crimes Reported:	1 (Violation of an Ex parte- 1304 Big Bend)
Patrol Bicycle Program:	4.9 hours

**AN ORDINANCE AMENDING SECTION 500.105 OF THE TWIN OAKS MUNICIPAL CODE PERTAINING TO MAINTENANCE OF ABUTTING RIGHT-OF-WAY.**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, AS FOLLOWS:**

**Section 1.** Chapter 500 of the Twin Oaks Municipal Code, Building Regulations is hereby amended by adding a new Subsection 4 (shown underlined below) to Subsection B of Section 500.105 “Maintenance of Exterior of Structures and Premises; Maintenance of Abutting Right-of-Way,” to read as follows:

**Section 500.105. Maintenance of Exterior of Structures and Premises; Maintenance of Abutting Right-of-Way.**

\* \* \*

A. *Right-of-Way Maintenance.* The requirements of the Property Maintenance Code for the Exterior Property and Premises (as defined therein) expressly include and shall extend to the abutting right-of-way of each lot to the back of pavement, and shall additionally require:

\* \* \*

4. Driveway Aprons, Approaches, and Culverts.

- a. Any driveway apron, driveway approach, culvert, pipe, or other private improvement or installation located within or crossing the City’s right-of-way that serves private property (collectively, “private access improvements”) shall be deemed an encroachment as described in Subsection (B)(1) above.
- b. The construction, maintenance, repair, replacement, or removal of any private access improvement shall be the sole responsibility of the abutting property owner or other Responsible Person. The City has no obligation to maintain, repair, replace, or reconstruct any such private access improvement, regardless of whether it was originally installed by the City, the property owner, or a prior owner.
- c. The City shall not be liable for any damage to, or caused by the failure of, any private access improvement located within the right-of-way, including but not limited to damage resulting from street maintenance, snow removal, drainage operations, utility work, or other work in the right-of-way. Nothing herein shall preclude the City or the owner of improvements from seeking redress from any contractor or utility causing such damage or failure.

- d. Any private access improvement that becomes unsafe, impedes drainage, or interferes with the public use of the right-of-way may be declared a nuisance under Subsection (B)(2) and Chapter 215 of the City Code. The City may require its removal, repair, or replacement at the property owner's owner or other Responsible Person's expense within a specified timeframe.
- e. The City may remove, modify, or replace a private access improvement as necessary to maintain public infrastructure, right-of-way, or drainage facilities. When such work occurs in conjunction with a City project, the City will endeavor, where reasonably practicable, to restore affected private access improvements to a condition reasonably comparable to that which existed immediately prior to the project. This does not create any ongoing obligation or liability for the City to maintain, replace, or reconstruct such improvements thereafter.
- f. Installation or modification of any private access improvement requires a City-issued permit and must comply with all applicable City construction standards, including requirements for materials, slope, drainage, and dimensions.

\* \* \*

**Section 2.** This Ordinance shall be in full force and effect on and after its passage and approval by the Mayor.

PASSED AFTER HAVING BEEN READ IN FULL OR BY TITLE TWO TIMES PRIOR TO PASSAGE BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, THIS 4<sup>th</sup> DAY OF FEBRUARY 2026.

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Russ Fortune, Mayor

Attest:

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April Milne, City Administrator/Clerk

**AN ORDINANCE OF THE CITY OF TWIN OAKS APPROVING A CONTRACT WITH ST. LOUIS COUNTY, MISSOURI FOR VECTOR CONTROL SERVICES AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH ST. LOUIS COUNTY, MISSOURI FOR THOSE SERVICES.**

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**BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS AS FOLLOWS:**

**Section 1:** The Board of Aldermen of the City of Twin Oaks (the "City") approves and the Mayor is authorized to execute a Contract with St. Louis County, Missouri (the "County"), substantially in the form of the contract attached as Exhibit A attached hereto and incorporated herein, whereby the County, by and through its Department of Public Health, will provide Vector Control Services within the City.

**Section 2:** The City shall compensate the County for services rendered at the hourly rate set forth in the contract and as such rates are changed in accordance with the terms and conditions of the contract between the City and the County.

**Section 3:** After execution thereof, this agreement shall be in effect for five (5) years. Either party may terminate the contract upon thirty (30) days written notice.

PASSED AFTER HAVING BEEN READ IN FULL OR BY TITLE TWO TIMES PRIOR TO PASSAGE BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, THIS 4<sup>th</sup> DAY OF FEBRUARY 2026.

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Russ Fortune, Mayor

Attest:

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April Milne, City Administrator/Clerk



**CONTRACT BETWEEN ST. LOUIS COUNTY, MISSOURI, AND THE CITY OF TWIN OAKS FOR  
VECTOR CONTROL SERVICES**

This contract is by and between the City of Twin Oaks, (hereinafter referred to as "Municipality") and St. Louis County, Missouri, (hereinafter referred to as "County") ("Contract").

Witnesseth:

Whereas, Municipality has enacted Resolution No./Ordinance No. 26-03 authorizing said Municipality to execute this contract with County for vector abatement services to be performed within said Municipality through County's Department of Public Health; and

Whereas, Article II, Section 2.180(20) of County's Charter authorizes County to cooperate and contract with other political subdivisions for common services; and

Whereas, Section 604.020 SLCRO 1974, as amended, authorizes the County Executive to execute this contract to provide public health services; and

Whereas, in conformity with Section 604.040 SLCRO 1974, as amended, the St. Louis County Council has adopted Resolution No. 7083, 2023, that sets forth the terms and conditions upon which vector abatement services are to be provided to Municipality.

Now therefore, in consideration of the mutual promises and undertakings herein set forth, County and Municipality agree as follows:

1. County shall provide vector abatement services as follows:
  - a. Mosquito Abatement Services:
    - i. Including Adulticiding, per County guidelines, to include all necessary materials, equipment, and personnel.
    - ii. Surveillance, trapping and testing adult mosquitoes for the presence of arboviral diseases, at no additional cost to the municipality.
    - iii. Including Larviciding, per County guidelines; County shall supply all necessary materials, equipment, and personnel.
  - b. Rodent Abatement services:
    - i. Including rodent inspections and abatement, per County guidelines; County shall supply all necessary materials, equipment, and personnel.
2. Municipality shall:

- a. Pay County for vector abatement services including adulticiding at the hourly rate of one hundred forty four dollars (\$144.00), for other mosquito abatement services including larviciding at the hourly rate of one hundred dollars (\$100.00), and for rodent abatement services at the hourly rate of fifty four dollars (\$54.00).
3. Payment Procedures
  - a. County shall submit invoices to Municipality each January for services rendered in the previous year.
  - b. Municipality shall submit payment to County, via check payable to the order of "St. Louis County Department of Public Health," by March 31 of each year. Municipality shall submit payment to St. Louis County Department of Public Health, 6121 N. Hanley Road, Berkeley, MO 63134.
4. Fee Schedule Changes
  - a. The costs per hour for services may be revised annually by County. County shall provide written notice to Municipality of the change in cost no later than May 1st of any year in which the services will be rendered.
5. Term and Termination
  - a. The contract term shall commence upon full execution and continue through December 31, 2031. Either party may terminate this contract upon thirty (30) days written notice to the other party.
6. Amendment
  - a. This contract may be amended by written agreement of the parties.

In witness whereof, the parties have executed this contract effective the later of the dates below written.

St. Louis County, Missouri

City of Twin Oaks

By: \_\_\_\_\_  
County Executive

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest:

Attest: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Administrative Director

APPROVED:

I, \_\_\_\_\_, affirm that I am the  
\_\_\_\_\_ of the \_\_\_\_\_  
\_\_\_\_\_ and that I signed this  
Agreement on behalf of said  
municipality, as authorized by \_\_\_\_\_  
\_\_\_\_\_ and that I acknowledged  
this Agreement to be the free act and  
deed of the said municipality.

\_\_\_\_\_  
Director, Department of Public Health

Approved As To Legal Form:

\_\_\_\_\_  
County Counselor

APPROVED:

\_\_\_\_\_  
Accounting Officer

Legal Review: \_\_\_\_\_

Fiscal Review: \_\_\_\_\_

CE Review: \_\_\_\_\_