

**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 Eisenhauer 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 Eisenhauer-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 Eisenhauer
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 Eisenhauer
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. 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.

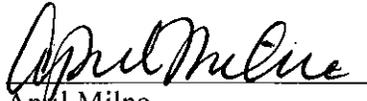
Motion: To adjourn the meeting
Moved by: Alderman Eisenhauer
Seconded by: Alderman Krewson
Vote: Motion approved by a unanimous vote.

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

Drafted By: 
Paula Dries
Assistant City Clerk

Date of Approval: 2-4-26

ATTEST:



April Milne
City Clerk



Russ Fortune,
Mayor, Board of Aldermen