



**Wednesday, June 8, 2022**  
**CITY COUNCIL SPECIAL MEETING AGENDA**

**Jennings City Hall Special Council Meeting @ 4:30 pm**

All meetings are recorded.  
For accommodations due to disability, please call City Hall at 314-388-1164, or Relay Missouri (TDD) at 1-800-735-2460, 72 hours in advance of the meeting.  
Meeting posting date: \_\_\_\_\_ initials by: \_\_\_\_\_

**A. REGULAR MEETING**

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- 1. Call to Order
- 2. Roll Call

**B. UNFINISHED BUSINESS**

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- 1. AN ORDINANCE OF THE CITY OF JENNINGS, MISSOURI, APPROVING A CONDITIONAL USE PERMIT AND GRANTING SAME TO MARSHA HAWKINS-HOARD TO OPERATE A CHILD AND FAMILY EMPOWERMENT CENTER AT 2449 HORD AVENUE, IN THE CITY OF JENNINGS, MISSOURI.

**C. NEW BUSINESS**

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- 1. Discussion about the Security Contract
- 2. Discussion about Transfer of ownership of Jennings property to previous owner via quit claim deed
- 3. Discussion about the RFP for the forgivable loan on the donut shop
- 4. Discussion about the forgivable loan process and forfeiting actions
- 5. Discussion about the plan reviewer recommendations for the three new builds in Alexandria Place
- 6. Discussion about the re-allocation of the ARPA funds and mandate spending
- 7. Discussion about the City Owned Property Auction process

**D. CLOSED SESSION**

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- 1. Personnel (RSMO 610:021-3)

**E. Adjournment**

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- 1. Adjournment



**Minutes of the City Council Special Meeting  
Jennings City Hall  
June 8, 2022 at 4:30 p.m.**

The two thousand four hundred and thirty-fifth meeting of the Jennings City Council was held on Wednesday, June 8, 2022, at 4:30 p.m. at Jennings City Hall.

**A. SPECIAL MEETING**

**1. Call to Order** - The meeting was called to order at 4:30 p.m.

**2. Roll Call: Council members present:** Allan Stichnote, Yolonda Fountain Henderson, Terry Wilson, Jane Brown, Dr. Kimberly Morton, Gary Johnson, Lorraine Clower; Joseph Turner absent.

Joseph Turner entered the meeting at 4:32 p.m.

**Also present:** Mayor Yolanda Austin; Deletra Hudson, City Clerk, and Sam Alton, City Attorney.

**B. UNFINISHED BUSINESS**

**1. AN ORDINANCE OF THE CITY OF JENNINGS, MISSOURI, APPROVING A CONDITIONAL USE PERMIT AND GRANTING SAME TO MARSHA HAWKINS-HOUD TO OPERATE A CHILD AND FAMILY EMPOWERMENT CENTER AT 2449 HORD AVENUE, IN THE CITY OF JENNINGS, MISSOURI.**

Councilman Wilson asked about the Town Hall meeting. Councilwoman Fountain Henderson stated that it will be June 9, 2022, at the Civic Center.

Councilwoman Morton asked if there was ever an organization like this in the past. Councilman Wilson stated there was one located on West Florissant Avenue and in Ward 3.

Councilwoman Fountain Henderson stated that the 2449 Hord Avenue location was so close to the Junior High School. She asked if there would be any sex offenders living in the house. Ms. Hawkins-Hourd stated that they are not accredited to help sex offenders, the organization assists people who have already been through support services. She stated that the law does not allow sex offenders to live close to a school. Councilwoman Fountain Henderson asked Ms. Hawkins-Hourd if she was available on June 9, 2022, at 6 p.m. Ms. Hawkins-Hourd stated that she could be there.

Councilman Turner asked if the organization was biblically based. Ms. Hawkins-Hourd stated that it was.

On the motion made by Councilwoman Morton, seconded by Councilwoman Clower, the City Council tabled the ordinance until the June 2022 Regular City Council meeting. All in favor; none opposed.

Councilman Wilson asked how clients get referred to the program. Ms. Hawkins-Hourd stated that the organization is referred by the Department of Health and Human Services, self-referrals, and other sources.

**C. NEW BUSINESS**

**1. Discussion about the Security Contract**

Deletra Hudson, City Clerk, the City went out for bid in 2019 and received three bids. She stated that St. Louis County was the first choice, and St. Louis Protection Service won the bid according to the hourly rates and was approved by the Parks and Recreation Committee. She stated that the

services were extended when the City decided to monitor dumping sites, and the services were also engaged in response to the emergency event at 8709 Xograph Avenue. Deletra stated that the contract was coming to the City Council regarding the monitoring of the dumping sites. It was determined that the cost would need approval because it was going to exceed purchasing guidelines stated in the City Purchasing Policy.

Councilwoman Morton asked if it was normal practice to move forward with engaging services below \$10,000 so that it did not have to go to City Council. Deletra stated that was not normal practice, the services were engaged and once it was determined that it would cost more, it was realized that it needed to be brought to the City Council. Councilwoman Morton asked that if the question had not been raised by Councilman Johnson, would the City Council have been made aware of the situation. Deletra stated that the question brought awareness that the security contract needed to be reviewed after further research.

Councilman Johnson stated that the committee should have reviewed the dumping site contract. He asked why Deletra would not state the dumping site addresses so that the council members could assist in monitoring. Deletra stated that the meeting was a matter of public record. She stated that matters like the dumping sites that are advised by the Police Department, the recommendation has been received that the City should try to be confidential about monitoring locations so that it can be enforced and resolve the issue. that she would provide a list of the dumping sites to the City Council. Councilman Johnson stated that an RFP should have gone out for the security service monitoring the dumping sites because another company could have been selected that could have done a better job.

Councilwoman Clower asked for a list of the dumping sites. Deletra stated that she would provide a list of the dumping sites to the City Council.

The City Council discussed what committee the security contract for the dumping sites should have come to. The City Council discussed the next steps for discussion of the dumping sites. The City Council discussed the efficacy of the monitoring of the dumping sites. Jim stated that the monitoring of the dumping sites has been deterring dumping from happening.

## **2. Discussion about Transfer of ownership of Jennings property to previous owner via quit claim deed**

Kellie Shelton, Economic Development Coordinator, explained the quit claim deed process. She stated that St. Louis County does clear any back taxes when the deed is provided to the City for the filing fee. She stated that occasionally it does happen that a tenant is living in a home and the City then deeds the property back to St. Louis County, which deeds the property back to the person that the property's name was in. Kellie stated that it was the responsibility of St. Louis County to place the back taxes back on the property once the City of Jennings deeds the property back.

Councilman Johnson stated that the City cleared the taxes on a property. Kellie stated that St. Louis County cleared the property taxes not the City of Jennings. Councilman Johnson expressed concern over a particular property where taxes were cleared when it was deeded to the City of Jennings and when the property was deeded back to the County, it was given back to the property owner, and the taxes were not placed back on by St. Louis County. He asked who signed off on the quit claim deed. Mayor Austin stated that she had signed off on the quit claim deed.

Kellie read an email that was made to St. Louis County regarding a property that was deeded back, requesting that the property taxes be placed back on the property. Councilman Johnson stated that there was nothing stating that St. Louis County stated that they must put the taxes back on the property when it is deeded back from a municipality.

Sam Alton, City Attorney, asked Councilman Johnson if he had any proof in writing that the County would not put the taxes back on a property when it is deeded back. He stated that he could work with Kellie to get a written policy from St. Louis County advising on the process.

## **3. Discussion about the RFP for the forgivable loan on the donut shop**

Councilwoman Fountain Henderson requested a copy of the RFP for the forgivable loan.

Councilman Johnson requested information about the business, and he had discovered that multiple improvements were paid for the property. He stated that the RFP for the improvements

made to the property never came before the City Council. He stated that the City Council would not have selected the vendors that were used in the improvements for the forgivable loan.

Kellie stated that in the forgivable loan process in the packet delivered to the City Council, they received the bids and who was awarded the bid for the RFP for improvements. She read the minutes of the City of Jennings stating that the forgivable loan was approved by the City Council. Kellie explained that in the application process for the forgivable loan, the applicant must submit the bids they gathered for the improvements outlined in the application. The staff reviews it then it is presented to the City Council to vote on. Kellie stated that there was a loan agreement for each of the approved improvements.

Sam stated that Mark Spykerman, Gilmore & Bell P.C., facilitated the loan. He stated that when he spoke to Mark, who stated that he did not see anything improper regarding that property and that the owner would still be in good standing if the business changed, or it was leased out. If the property was sold, then the owner would have to pay back the loan with interest.

Councilwoman Fountain Henderson requested when the company closed. The City Council discussed the vendors that were selected for the work on the property, raised concerns about the selections made by the applicant, and asked who was responsible for inspecting that the work had been completed. Sam stated that the City Council's concern about the loan to the donut shop was valid and the questions could be posed to Mark Spykerman to investigate.

Schona McClellon, Director of Housing, stated that the Building Department was responsible for all commercial inspections.

Councilman Wilson asked if Schona had documentation on who signed off on the inspections for the property. Schona stated that

Councilman Johnson stated the loan application was introduced in 2002 and returned in 2020.

#### **4. Discussion about the forgivable loan process and forfeiting actions**

The agenda item was discussed in conjunction with agenda item #3.

#### **5. Discussion about the plan reviewer recommendations for the three new builds in Alexandria Place**

Schona stated the property addresses. Councilman Johnson asked why it never came before the Planning Commission or the Architectural Review Board. Mayor Austin stated that it was a continuation of a twenty-lot plan for parcels.

Councilman Johnson explained the Planning Commission process with new builds within the City of Jennings. Schona stated that it went to the City's contracted plan reviewer. Schona stated that she consulted with Irvetta Williams, IJay Enterprises, who provided recommendations.

Councilman Johnson asked for plan review recommendations. Schona stated yes. He asked when the buildings are being built. She stated that permits were currently being pulled.

#### **6. Discussion about the re-allocation of the ARPA funds and mandate spending**

Councilman Johnson stated the overall allocation of ARPA funds needs to be changed and the spending of the funds must be mandated by the City Council. He stated that there was a committee that was formed and made a decision on the ARPA Fund usage. Then there was a change by the government that was issued later, stating that funds could be allocated differently.

Councilman Johnson stated the video from the ARPA Fund Committee appeared to be guided. He stated that the council members were not allowed access to the committee meeting.

Mayor Austin stated that there was not just one committee that helped in the decision-making process of the ARPA Fund allocation. Deletra stated she received responses from a couple of council members. She stated that the City waited for feedback and a survey was circulated to the councilmembers as another opportunity for input. Councilman Johnson stated that the feedback he provided was that the ARPA Fund budget should be reallocated.

Mayor Austin stated that the ARPA Fund Budget had been voted on by the City Council.

Councilwoman Clower stated that during the Ward 4 Town Hall meeting, the residents stated that they would like to see more money allocated to the demolition fund. Councilwoman Clower asked why not consider the reallocation of ARPA funds.

Kellie addressed the issue of the demolition and explained the St. Louis County Community Development Block Grant fund allocation. She stated that one of the vacant properties on the demolition list on Oepts Avenue cannot be torn down due to its historic significance.

Councilman Wilson stated that there were Ways and Means & Public Safety Committee meetings in March 2022 where the budget was discussed, and the City Council was invited to each meeting.

Deletra stated that the Thursday before the City Council meeting in March 2022 was not the only time that they saw the ARPA Fund Budget. It was only after the Ways and Means meetings, that it was submitted to the City Council for approval.

Councilwoman Clower asked if the City Council could agree to reallocate the ARPA funds. Councilman Wilson announced that there will be a Ways and Means Committee meeting on June 20, 2022.

## **7. Discussion about the City Owned Property Auction process**

Mayor Austin stated that she received an email from Councilman Johnson claiming that the City was blocking investors from participating in the City Property Auction and opened the auction to wholesaler purchasers. She asked Kellie if anyone was blocked from participating in the auction. Kellie stated that no one was blocked from participating but one bidder was disallowed because they had owed back taxes. Mayor Austin stated that she was not aware that he was an investor, when she investigated further, he would not have been able to participate in the property auction because he owes back taxes.

Councilman Johnson explained that when a property is purchased, the taxes are wiped out by the title company and the taxes are placed back in the following year. He stated that as an investor, the back taxes are paid by the purchaser when the property is sold. He stated that the property that he owns with back taxes will be addressed when he sells the properties. Councilman Johnson stated that she had contacted him through a liaison, to pay his vacant property registration on those properties.

Mayor Austin stated that she instructed Kellie to contact multiple property owners regarding their vacant property registrations.

Councilman Johnson stated that the purpose of the email he sent to Mayor Austin was because he noticed a wholesaler shopping around for purchasers of the properties in the City property auction. He intended to ensure that no one was taking advantage of the auction process by placing specific stipulations.

Councilwoman Morton stated for the record that she cannot in the future attend meetings before 5 p.m.

## **D. CLOSED SESSION, PERSONNEL (RSMO 610:021-3)**

On the motion made by Councilman Wilson, seconded by Councilwoman Brown, the City Council approved a closed session for personnel (RSMO 610:021-3) by the following roll call vote of councilmembers voting in favor: Stichnote, Fountain Henderson, Wilson, Brown, Morton, Johnson, Clower, Turner; none absent nor opposing.

PERSONNEL - The following actions were taken:

### **a. Various Personnel Hires**

On the motion made by Councilman Wilson, seconded by Councilman Stichnote, the City Council voted to approve the following hiring recommendations pending all pre-employment screening tests:


1. Aretha Webb – FT Correctional Office; recommended by Lt. Pervis Jones, Corrections Dept.
2. Madison Fields – FT Court Clerk; recommended by Loretta Souter, Courts Administrator.
3. Ronald Jones – FT Code Enforcement Officer; recommended by Schona McClellon, Director of Housing.

The motion was approved by the following roll call vote: Stichnote, Fountain Henderson, Wilson, Brown, Morton, Johnson, Clower, and Turner; none absent; none opposing nor abstaining.

#### E. ADJOURNMENT

On the motion made by Councilman Wilson, seconded by Councilman Stichnote, the City Council adjourned the meeting at 7:47 p.m. Stichnote, Fountain Henderson, Brown, Wilson, Morton, Johnson, Clower, and Turner. All in favor; none opposed.

Approved:   
Yolanda Austin, Mayor

Attest:   
Deletra Hudson, City Clerk