



WHERE COMMUNITY AND SPIRIT MEET®

WORK SESSION MINUTES

A work session of the Kirkwood City Council was held on May 1, 2025, at 5:00 p.m. at Kirkwood City Hall, 139 S. Kirkwood Road, Kirkwood, Missouri. Present were: Mayor Gibbons, Council Members Jaksetic, Luetzow, McLean, Rheinnecker, and Zimmer. Also in attendance were Assistant Chief Administrative Officer David Weidler, City Clerk Laurie Asche, Electric Director Mark Petty, Procurement Director Sara Foan-Oliver, Planning & Development Services Director Jonathan Raiche, Public Services Director Chris Krueger, Assistant City Engineer Jennifer Brown, and City Attorney Jackie Graves. Council Member Schaefer was absent and excused.

APPROVAL OF APRIL 17, 2025 WORK SESSION MINUTES

Motion was made by Council Member Zimmer and seconded by Council Member Luetzow to approve the minutes of the April 17, 2025 work session meeting.

Motion was made by Council Member Jaksetic and seconded by Council Member Rheinnecker to amend April 17, 2025 minutes by changing by wording under Project Tracking, second paragraph, to read, "A discussion took place and the City Council agreed the City Clerk shall administer the spreadsheet at the request and direction of the City Council."

The minutes as amended were unanimously approved.

ANN AVENUE ELECTRIC POLE LOCATION

Electric Director Mark Petty discussed the electric pole location on Ann Avenue with the Council. Side-by-side construction positioned the new poles next to the existing ones. This work is needed because we need to increase the space between conductors when the voltage is higher at the top of the pole. Under the old system, the voltage was 4,000, while the new system is 12,000. When they are more powerful, the wires must be spread out further for safety and other concerns. We have merely attempted to ensure we can feed the area going into Ann Avenue both north and south, and down through Couch from the new substation with the new higher voltage. This latest upgrade did not account for moving the poles to other positions.

Some of the discussion that took place is as follows:

- A question was raised about whether any additional poles were added? No additional poles were added.
- A question was raised asking if the sidewalk could be placed around the poles? A discussion took place.
- A question was raised asking how many poles are in the 4-block area? There were originally 15-16 poles, but with the project the number of poles is down to 13.

E-PROCUREMENT PLATFORM

Procurement Director Sara Foan-Oliver distributed a handout and discussed the electronic procurement platform with the Council. Before migrating to an electronic procurement platform, everything was done in person—a manual system to meet statutory requirements and provide transparency. In December 2019, an RFP was solicited for an E-Procurement platform. The City received five submissions: Ionwave, Biddingo, Bonfire, Negrometrix, and Planetbids. Staff selected and recommended Ionwave as its new E-Procurement platform. Ionwave provides free and quick registration directly tied to the City of Kirkwood. It provides a solution at no cost to the vendor. It allows



the City to maintain its vendor pool, which is not associated with other entities. Once vendors register, they will receive an email when an opportunity is available for their selected commodities. Contract Management allows procurement to track contracts and renewals with schedules, and it ties bid results to contract documents. Vendor tracking allows Procurement to track vendor information, such as W-9s, certificates of insurance, and WMBE statuses for grant requirements.

Some of the discussion that took place is as follows:

- A question was raised about whether vendors had any issues submitting through the website? There have been a couple of issues, but it is not common.
- A question was raised about how many RFPs/RFQs the City issues a year? Approximately 90-100.
- The Mayor has received concerns about the ease of the lonwave platform.
- A question was raised about how to drive up the amount of bid responses? A discussion took place.
- A question was raised about how much is budgeted for the lonwave platform? The budget amount is \$16,000
- Legislation entering into a contract with lonwave will be on the May 1, 2025 formal Council meeting agenda for consideration.

CRACK SEALING DISCUSSION

Director of Public Services Chris Krueger distributed a handout and discussed the crack sealing project with the Council. The City maintains a total of 43 miles of concrete streets. In the fall of 2024, the Engineering Division received a bid to complete crack sealing on approximately 17 miles of concrete streets within the Southwest portion of Kirkwood. The one bid received was approximately \$500,000. This cost comes to approximately \$28,600 per mile. This bid required all joint material to be saw cut out of the joint and the joint material tipped into the joint and no black crack seal material outside of the joint on the concrete pavement.

The project scope was modified to leave good joint sealant in and provide a band seal (“band-aid” seal) of crack seal material, of approximately 2”-3” centered on the joint. This resulted in a bid of \$92,030.40 or a cost of \$5,413.53 per mile.

The “band-aid” approach to sealing concrete street joints is the best way to seal joints from water and get the most life out of the street pavement at an economical cost. This practice is done throughout St. Louis County on concrete streets.

However, from an aesthetic point of view, it does change the appearance of the street from an off-white concrete street to solid black lines at every concrete joint. Black is the only color crack seal material comes in. If the joints are not sealed, joint deterioration becomes even worse when a 1’ wide asphalt patch will need to be done.

Some of the discussion that took place is as follows:

- Only 10% of streets in Kirkwood have been completed with the “band-aid” seal.
- Approximately 1/3rd of the concrete streets in Kirkwood would get a tip seal and the other 2/3rd would be a band seal.
- There is no difference in cost between a tip seal and a band seal.
- Question was raised regarding if a concrete street has ever been fully removed and replaced with an asphalt street? Not to staff’s knowledge.



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- Question was raised regarding why some streets are done with a tip seal and some with a band seal? This is due to aesthetic reasons.
- It was the consensus of the Council to allow the project to continue moving forward.

MOTION TO CLOSE THE MEETING

Motion was made by Council Member Zimmer and seconded by Council Member McLean to close the meeting pursuant to RSMo Chapter 610.021 (1-Legal, 2-Real Estate, and 12-Contract Negotiations).

Roll Call:

Mayor Gibbons	“Yes”
Council Member Luetzow	“Yes”
Council Member McLean	“Yes”
Council Member Rheinnecker	“Yes”
Council Member Schaefer	Absent
Council Member Zimmer	“Yes”
Council Member Jaksetic	“Yes”

The meeting was closed.

MOTION TO OPEN THE MEETING

Motion was made by Council Member Zimmer and seconded by Council Member Jaksetic to open the meeting.

Roll Call:

Mayor Gibbons	“Yes”
Council Member Luetzow	“Yes”
Council Member McLean	“Yes”
Council Member Rheinnecker	“Yes”
Council Member Schaefer	Absent
Council Member Zimmer	“Yes”
Council Member Jaksetic	“Yes”

The meeting was opened. Since no further matters were to come before the council, the meeting was adjourned.

Laurie Asche
City Clerk