

City of Bel Nor, Missouri
8416 Natural Bridge Road
Bel Nor, Missouri 63121



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Meeting Minutes

Meeting Type: Regular Session

Meeting Date: September 21th, 2026

Location: 8416 Natural Bridge Road

Starting Time: Approximately 7:30 PM

1. **Call to Order and Pledge of Allegiance** - Mayor Vogel called the regular meeting of the Board of Aldermen to order at 7:30 p.m. The Pledge of Allegiance was recited.
2. **Roll Call** – Roll call was conducted.

Name	Present	Absent
Aldersperson Capstick		x
Aldersperson Brockschmitt	x	
Mayor Vogel	x	
Aldersperson Durand	x	
Aldersperson Days	x	

Also present were Stephanie Karr, City Attorney, Paul Anderson, St. John Police Chief, and Rachel St.Pierre, City Administrator.

3. **Approval of Previous Meeting Minutes** - The Board reviewed the minutes of the following meetings: August 18th, September 1st, and September 9th.

Motion:	Approve the minutes as presented.	
Moved By:	Aldersperson Brockschmitt	
Seconded By:	Aldersperson Durand	
Voice Vote:	Yay	Nay
Aldersperson Capstick	NA	NA

Alderson Brockschmitt	x	
Alderson Durand	x	
Alderson Days	x	
Motion: Passed		

4. Presentations and Reports

Public Safety Report - Chief Paul Anderson

Chief Anderson presented the St. John Police Department activity report covering August 18 through September 16, 2026.

The Department reported 68 calls for service and four police reports during the reporting period.

Chief Anderson summarized several incidents, including domestic-related calls, an assault report, reported theft involving golf course construction, and a suspicious-person report near a school.

Regarding the school incident, officers responded to a report involving a possible handgun. Officers coordinated with on-site security and reviewed available video footage. The reported weapon was not confirmed through the review, and no threats toward children were reported.

Chief Anderson also discussed a reported property-damage incident that was determined to involve a realtor at the wrong property.

Alderson Ryan Brockschmitt

Alderson Brockschmitt recognized September as Library Card Sign-Up Month and encouraged residents to obtain or use their library cards.

He also provided an update regarding a streetlight partially obstructed by tree growth near Andover. The tree was identified for trimming during the upcoming winter maintenance period.

Alderson Terri Durand

Alderson Durand announced free community yoga sessions led by Martha Phillips, scheduled for October 3 and October 31 at 10:00 a.m. in Clearview Park. Future sessions at Horatio Park may be considered depending on participation.

She also reported that City Hall had begun displaying artwork by Bel Nor residents and encouraged additional local artists to participate.

Alderson Durand discussed her interest in developing a recurring curb-cleaning program. She noted that weeds and grass growing along curbs would need to be addressed before mechanical sweeping could effectively remove accumulated debris. Potential equipment-sharing arrangements with neighboring municipalities were under consideration.

She also discussed continued efforts to recruit volunteers to assist older residents with property maintenance and expressed interest in identifying additional volunteer resources.

Mayor Anna Vogel

A report was provided on the successful August Street Dance and recent improvements to flooring and carpeting at City Hall.

Upcoming activities and meetings were announced, including:

October 6 Board Work Session

October 10 Community Plant Sale

October 17 Tree Board Fall Planting at Horatio Park

The Board was informed of a residential tree-maintenance group pricing opportunity being coordinated with Right-A-Way Tree Service. Residents were encouraged to register by October 20, with estimates anticipated later in October and work expected during the winter.

An update was also provided regarding a review of trees obstructing streetlights and traffic signs. Alderpersons Durand and Days had assisted with documenting locations, and the information was being compiled for potential contractor estimates.

City Administrator's Report Rachel St. Pierre

City Administrator St. Pierre reported on ongoing administrative operations, financial management, public works, community development, and strategic planning activities.

Strategic Planning and Budget Preparation

The City continued its public strategic planning process, including a September public session. Community feedback was being incorporated into development of the City's strategic plan and FY2027 budget.

Residents were encouraged to continue participating in workshops, surveys, and other engagement opportunities.

Code Enforcement and Permitting

Approximately 40 inspections and 55 reinspections were reported, with approximately 25 cases brought into compliance or closed.

Staff continued improving documentation and case management in iWorQ, including photographs, notices, follow-up records, and inspection history.

Permit application processing and plan reviews continued, with approximately nine completed plan reviews reported. Additional improvements to permit forms, fees, and software configuration were underway.

Municipal Court

Research continued regarding alternative municipal court arrangements and associated costs and services. The City Attorney was assisting in evaluating potential options for future Board consideration.

Public Safety

The Board had reviewed preliminary additional police service options during the September 9 special meeting. Further evaluation and discussions were anticipated.

Public Works

Recruitment for a part-time Public Works Laborer remained a priority.

Tree Board and Grant Funding

The Missouri Department of Conservation approved the City's Community Conservation Cost Share application.

The project provides reimbursement of up to 90% of eligible expenses, with a maximum grant award of \$25,000.

The City was moving toward procurement and implementation of the approved activities.

Financial Overview

The City Administrator provided the following approximate year-to-date financial figures:

Financial Measure	Reported Amount
Revenue received	\$623,000
Expenditures	\$523,000
Total cash across City accounts	\$1.21 million
Estimated unrestricted General Fund cash	\$532,000
Proposed General Fund operating reserve	\$407,000

The City Administrator explained that the total cash balance included restricted and dedicated funds unavailable for general municipal expenditures.

She discussed a proposed operating reserve of approximately \$407,000 to support continuity of municipal services and emergency preparedness. The proposal remained subject to Board consideration.

Additional financial work included FY2027 budget development, tax levy preparation, outstanding audits, financial reporting, QuickBooks reconciliation and account coding improvements, and evaluation of municipal banking services.

Other Administrative Activities

Ongoing operations included records management, public information improvements, recruitment, Tree Board project coordination, and community events.

The City Administrator thanked residents for continued participation and feedback.

5. NEW: Ordinance 026-009 - AN ORDINANCE AMENDING THE FISCAL YEAR 2026 BUDGET OF THE CITY OF BEL NOR, MISSOURI, TO APPROPRIATE FUNDS FOR THE MISSOURI DEPARTMENT OF CONSERVATION COMMUNITY CONSERVATION COST SHARE PROJECT

The Board considered the first reading of Ordinance 026-009, amending the City's FY2026 budget to appropriate funds for the Missouri Department of Conservation Community Conservation Cost Share Project.

The City Administrator explained that the Board had previously authorized participation in the grant program and that the Missouri Department of Conservation had approved the application.

The proposed amendment would allocate approximately \$10,000 during FY2026 to support initial implementation and purchasing, with additional funding anticipated in the FY2027 budget for completion of remaining project activities.

The Mayor conducted the first reading of Ordinance 026-009.

No motion or vote was taken. The ordinance was not adopted at this meeting.

6. OLD: Ordinance 026-007 Final Reading & Passage - AN ORDINANCE APPROVING THE LEASE OF CITY-OWNED PROPERTY LOCATED AT 8418 NATURAL BRIDGE ROAD TO CREOLE WITH A SPLASH OF SOUL, LLC; AUTHORIZING THE CITY ADMINISTRATOR, IN CONSULTATION WITH THE MAYOR AND CITY ATTORNEY, TO NEGOTIATE AND FINALIZE THE TERMS OF THE LEASE; AUTHORIZING EXECUTION OF THE FINAL LEASE; AND PROVIDING LIMITATIONS ON THE AUTHORITY GRANTED

The Board considered the final reading of Ordinance 026-007, authorizing the lease of City-owned property located at 8418 Natural Bridge Road to Creole with a Splash of Soul, LLC, and authorizing the City Administrator, in consultation with the Mayor and City Attorney, to negotiate and finalize lease terms within the limitations established by the ordinance.

The City Administrator summarized the proposal submitted by Rhonda R. Walker for a neighborhood-oriented Creole and Southern-style restaurant.

The preliminary lease framework included a one-year initial term, a proposed monthly rent of \$1,700 with utilities included, and a security deposit equivalent to one month's rent.

Board discussion addressed the following matters:

- Financial feasibility and startup costs for the proposed restaurant.
- Appropriate monthly rent and the establishment of a minimum negotiating amount.
- Existing kitchen equipment, building systems, and equipment inventories.
- Utility expenses and potential provisions for excess utility usage.
- Additional property insurance required for restaurant operations.
- Tenant insurance requirements.
- Building accessibility and potential future improvements.

- Proposed business operations and the need for additional coordination with the prospective tenant.

The City Administrator explained that preliminary market research suggested nearby commercial retail rents of approximately \$14–\$18 per square foot annually, with the property's existing restaurant improvements supporting consideration of a higher monthly rental range.

The Board discussed retaining utility accounts in the City's name to reduce potential collection, delinquency, and administrative issues.

Members also discussed maintaining flexibility in the negotiated terms while establishing a minimum monthly base rent that administration could not negotiate below without further Board authorization.

Following discussion, the Mayor conducted the second reading of Ordinance 026-007.

Motion:	Approve the ordinance as presented with a base rent \$1,500		
Moved By:	Aldersperson Durand		
Seconded By:	Aldersperson Brockschmitt		
Roll Call Vote:		Yay	Nay
Aldersperson Capstick		NA	NA
Aldersperson Brockschmitt		x	
Aldersperson Durand		x	
Aldersperson Days		x	
Motion: Passed			

7. Public Comment

The Mayor opened the public comment portion of the meeting and recognized residents wishing to address the Board.

A. Budget Publication and Financial Information

A resident questioned the availability and accuracy of budget information posted on the City's website, including references to prior-year budgets and adoption information.

The City Administrator acknowledged the concern and indicated that the posted information would be reviewed and updated as needed.

The resident also requested information regarding the City's total payroll expenditures. The City Administrator offered to provide the information by email.

B. Monthly Financial Statements

A resident expressed concern regarding the availability of formal monthly financial statements and requested the continuation of detailed financial reporting in addition to the summary information presented in the City Administrator's Report.

The City Administrator explained that the public-facing financial summary included actual revenue and expenditure figures, while additional documentation was being prepared by the City's contracted Treasurer.

Discussion addressed the timing of monthly reconciliations and the availability of completed financial reports before regular Board meetings.

C. Interfund Transfers and Outstanding Debt

A resident requested an update on previously discussed interfund transfers and outstanding borrowing.

The City Administrator reported that interfund repayments were progressing and that monthly reconciliation procedures were being implemented to improve fund accounting and prevent continued accumulation of unreconciled interfund activity.

The City Administrator also discussed an outstanding line of credit approaching its scheduled expiration and the City's evaluation of whether to retain or discontinue the borrowing arrangement.

D. Public Works Staffing and Personnel Information

Questions were raised regarding the advertised part-time Public Works Laborer position and recent staffing changes.

The City Administrator confirmed that recruitment information was available through Indeed and described the position as involving general municipal maintenance and public works activities.

Additional questions addressed former employees, inspection staffing, and plan-review responsibilities.

The City Administrator confirmed that she was performing plan-review work and offered to provide further information regarding professional qualifications through a separate written response.

City Attorney Stephanie Karr clarified the distinction between publicly available employment information and protected personnel matters, including the availability of employee names, positions, compensation, and dates of service.

E. Municipal Banking Services

A resident asked why the City was evaluating alternatives to Simmons Bank.

The City Administrator explained that the City was seeking improved technology, municipal banking capabilities, administrative efficiency, and institutional support.

Preliminary discussions or research included UMB Bank and U.S. Bank.

No banking change was presented for approval.

F. Utility Tree Maintenance and Power Reliability

A Tree Board representative reported on communications with Ameren regarding recurring power outages and vegetation management.

The representative described Ameren's approximate four- to five-year tree-trimming cycle, clearance practices around electrical lines, and a tentative future maintenance cycle for Bel-Nor.

Residents discussed concerns regarding utility responses to hazardous limbs, the responsibilities of private property owners, and opportunities for improved communication.

Additional public education regarding tree ownership, easements, and utility maintenance responsibilities was suggested.

The residential group-pricing tree maintenance initiative was again discussed as a potential opportunity to assist property owners.

G. Community Volunteer Assistance

A resident suggested using the City's Chimes newsletter and an organized sign-up process to recruit volunteers willing to assist neighbors with routine property maintenance.

The discussion emphasized the need for a central coordination process connecting available volunteers with residents requesting assistance.

H. Playground Maintenance

A resident requested an update concerning a previously identified playground safety concern.

The City Administrator stated that removal of the affected component remained planned but had been delayed by other operational priorities.

I. Property Maintenance and Real Estate Listings

Alderson Durand discussed contacting listing real estate agents directly when exterior maintenance concerns arise at properties listed for sale.

She noted that direct communication with the listing agent could sometimes result in quicker corrective action.

8. Adjournment

There being no further business, a motion to adjourn was presented.

Motion:	Adjourn
Moved By:	Alderson Brockschmitt
Seconded By:	Alderson Days

Voice Vote:	Yay	Nay
Aldersperson Capstick	NA	NA
Aldersperson Brockschmitt	x	
Aldersperson Durand	x	
Aldersperson Days	x	
Motion: Passed		

PASSED AND APPROVED THIS 19 DAY OF October, 2026.

Anna Vogel

Anna Vogel, Mayor

ATTEST:

Rachel St. Pierre

Rachel St. Pierre, City Administrator