

**CITY OF HAZELWOOD  
REGULAR COUNCIL MEETING  
OCTOBER 1, 2014**

**CALL TO ORDER**

A regular meeting of the Hazelwood City Council was called to order by Mayor Matthew G. Robinson at 7:30 p.m. on Wednesday, October 1, 2014, in the Council Chambers of Hazelwood City Hall, 415 Elm Grove Lane.

Mayor Robinson asked those present to join in a moment of silent meditation followed by the Pledge of Allegiance.

On roll call the following members of the Council were present:

Rosalie Hendon  
Mary G. Singleton  
Carol A. Stroker  
Robert M. Aubuchon  
Don W. Ryan  
Michael J. Conley  
Matthew G. Robinson  
Russell Todd  
Warren H. Taylor

Mrs. Wolf declared a quorum was present.

Also present were City Manager Matt Zimmerman, City Attorney Kevin O'Keefe, and City Clerk Colleen Wolf.

**AGENDA**

Mrs. Hendon moved, seconded by Mr. Ryan, the adoption of the agenda as printed. The motion passed unanimously.

**CONSENT AGENDA**

Mr. Zimmerman requested the addition of a closed session to the consent agenda to discuss litigation.

Mr. Todd moved, seconded by Mr. Taylor, to amend the consent agenda by the addition of a closed session to discuss litigation. The motion passed unanimously.

Mr. Taylor moved, seconded by Mr. Ryan, the adoption of the consent agenda as amended. The following vote was recorded on the motion:

<u>AYE - 9</u>	<u>NAY - 0</u>
Mrs. Hendon	
Mrs. Singleton	
Mrs. Stroker	

Mr. Aubuchon  
Mr. Ryan  
Mr. Conley  
Mayor Robinson  
Mr. Todd  
Mr. Taylor

The motion passed unanimously and the consent agenda, including a closed meeting immediately following the regular meeting to discuss litigation in accordance with the provisions of RSMo 610.021(1), was adopted.

**APPROVAL OF MINUTES**

Mr. Taylor moved, seconded by Mr. Ryan, to approve the minutes of the September 17 regular and closed Council meetings as submitted. The motion passed unanimously.

**SPECIAL ORDER OF BUSINESS**

**WHAT'S NEW**

Communications Coordinator Tim Davidson reported on City news, events, and programs.

Nearly 20 block parties were held during last Tuesday's Celebrate Safe Communities event. Hazelwood police officers and firefighters visited the parties to introduce themselves and discuss safety.

October is Fire Prevention Month. To promote fire prevention in local schools, the Hazelwood Fire Department is sponsoring an essay contest for 4<sup>th</sup> and 5<sup>th</sup> graders at McNair and Russell Elementary schools. Students will write a one or two page essay based on what they learn during the Fire Department's classroom presentations at McNair on October 8 and at Russell on October 17. The teachers will choose a winner from each school who will receive a ride to school in a Hazelwood fire truck.

Since only one of the two tax referendums on the August 5 ballot passed, the City was forced to make deep budget cuts. Beginning October 5, operating hours for both recreation centers will be shortened. On Sundays, the centers will close at 5:00 p.m. rather than 9:00 p.m. Beginning Monday, the facilities will open at 8:00 a.m. rather than 6:00 a.m.

Although the City has been forced to cut services due to the \$1.42 million deficit, staff is committed to providing residents with quality programming. Two new self-supporting programs being offered are TRX Fitness, starting October 7, and Meditation, starting October 1. Additional details on these programs, as well as other City programs and events, are available in the Fall 2014 Activity Guide and on the City's website at [www.hazelwoodmo.org](http://www.hazelwoodmo.org).

**INTRODUCTION OF MISS HAZELWOOD**

Mayor Robinson introduced 2014/2015 Miss Hazelwood Briana Barr.

BOARD/COMMISSION OATHS OF OFFICE Mrs. Wolf administered the oath of office to John Judy who was reappointed to the Neighborhood Watch Commission.

Mr. Judy was presented with a commission certificate.

EMPLOYEE SERVICE AWARDS Captain James Hudanick was presented with a 25 year service award, Sergeant David Roth was presented with a 20 year service award, and Administrative Assistant Cindy Mihelich was presented with a 15 year service award as their biographies were read.

## **PROCLAMATIONS AND RESOLUTIONS**

FIRE PREVENTION WEEK PROCLAMATION Mayor Robinson called for the reading of a proclamation designating the week of October 5 through October 11 as Fire Prevention Week.

There were no objections and Proclamation 1414 was read.

Mr. Aubuchon moved, seconded by Mrs. Stroker, the adoption of Proclamation 1414 proclaiming October 5 through October 11, 2014 as Fire Prevention Week in the City of Hazelwood and urging all citizens to test their smoke alarms at least every month and to support the public safety activities and efforts of the Hazelwood Fire Department. The motion passed unanimously.

## **CITIZEN HEARINGS AND PRESENTATION OF PETITIONS**

Mayor Robinson explained the procedures to be followed during a hearing. He invited anyone desiring to make a comment to come forward at this time.

VILLAGE SQUARE CENTER Tracy Jones of 506 Holiday Avenue stated she has witnessed drug activity on the Village Square Center parking lot.

Ms. Jones stated needles have been found in the alley, under the bridges, and in the backyards behind the center. Parents in the neighborhood are concerned their children will harm themselves with one of the needles. She stated she believes there is a rehab center in the area which is the source of the problem.

Mayor Robinson stated the City Manager will investigate the matter and provide a report.

## **PUBLIC HEARINGS**

**SUBDIVISION** Mayor Robinson called to order the public hearing to  
**6048 AVIATOR DRIVE** consider the petition by Aviator Business Park, LLC for  
subdivision of 6048 Aviator Park from one lot into three lots.

City Planner Earl Bradfield reported the site is the former location of the Ford plant and is currently vacant. The subdivision would create three lots: Lot 1, 5.72 acres; Lot 2, 5.73 acres; and Lot 3, 5.34 acres. The indentures are already recorded and referenced in the subdivision plat. Several easements, including a cross-access easement, are also included in the plat. The plat meets all requirements of the subdivision regulations and is consistent with the Comprehensive Plan.

Steve Quigley of Clayton Engineering, representing the petitioner, stated the subdivision would create three lots for service center type buildings. He stated a building design for Lot 3 has been submitted to the City for approval and approval has been obtained from MSD. Construction of the 77,000 square foot spec building is expected to begin in the fall.

Mayor Robinson asked if anyone present wished to speak in favor of or in opposition to the proposal.

No one spoke in favor of or in opposition to the proposal and Mayor Robinson declared the hearing closed.

Mrs. Wolf read the City Plan Commission motion “to recommend approval to the City Council for a Petition for Subdivision to allow for a subdivision of one lot into three lots located in a Planned District Mixed (PDM) zoning district located at North Lindbergh Boulevard and Aviator Drive.” She stated the motion passed unanimously.

Mr. Aubuchon moved, seconded by Mr. Taylor, to concur with the City Plan Commission recommendation to authorize the subdivision of 6048 Aviator Drive and to place the draft bill on this agenda for introduction. The motion passed unanimously and the bill was added to the agenda as item 17.a.

## **COMMUNICATIONS**

**LOCAL GOVERNMENT** The September 11 issue of Local Government Briefings was  
**BRIEFINGS** received from East-West Gateway Council of Governments.

**LOCAL GOVERNMENT** The September 18 issue of Local Government Briefings was  
**BRIEFINGS** received from East-West Gateway Council of Governments.

**SLCML NEWSLETTER** The St. Louis County Municipal League’s September  
newsletter was received.

2014 ITS PROGRAM -  
NORTHWEST AREA

Notice that St. Louis County Highways and Traffic has been authorized to advertise for bids for the 2014 ITS Program – Northwest Area, which includes McDonnell Boulevard from Brown Road to Phantom Drive and McDonnell Boulevard from Fee Fee Road to the GKN Aerospace entrance, was received.

2015 WASTE  
REDUCTION AND  
RECYCLING GRANT  
PROGRAM

A letter was received from the St. Louis-Jefferson Solid Waste Management District announcing the availability of the 2015 Waste Reduction and Recycling Grant Program grant application packages.

Mr. Taylor moved, seconded by Mr. Ryan, to receive and file all communications. The motion passed unanimously.

**UNFINISHED BUSINESS** - None

**MAYOR AND COUNCIL REPORTS**

WORK SESSION  
AGENDA ITEMS

Mr. Zimmerman asked if the Council wished to add a discussion of an amendment to the contract with Allied Services, relative to yard waste collection, to the October 8 work session agenda.

Staff met with Allied representatives and has proposals to discuss with the Council. If the Council chooses to amend the contract, first reading of a bill to authorize the contract amendment could occur on October 15 and service would begin on November 1 with the assumption the bill would be passed as an ordinance on November 5.

Mr. Aubuchon stated the leaves are falling and our residents need to know their options for disposal. He suggested changing the October 8 work session to a special Council meeting to allow the Council to have first reading of a bill at that time, pass an ordinance on October 15, and execute the contract amendment before November 1.

There were no objections and the October 8 meeting will be a special Council meeting.

Mayor Robinson noted the Council has been provided with a memo from Mr. Zimmerman concerning City Hall Wednesday evening hours.

Mr. Taylor moved, seconded by Mr. Conley, to add consideration of an amendment to the contract with Allied Services and discussion of City Hall Wednesday evening hours to the October 8 special Council meeting agenda. The motion passed unanimously.

APPRECIATION TO  
FIRE DEPARTMENT

Mr. Taylor expressed his appreciation to the Fire Department for visiting the Ward 6 Celebrate Safe Communities block party with the fire truck.

COMMISSION  
APPOINTMENT

Mrs. Stroker nominated Mark Rodell for reappointment to the City Plan Commission.

Mrs. Stroker moved, seconded by Mrs. Singleton, to reappoint Mark Rodell to the City Plan Commission. The motion passed unanimously.

Mr. Rodell will be invited to the October 15 Council meeting to receive his oath of office and commission certificate.

**CITY MANAGER'S REPORT**

MUSICK PARK  
IMPROVEMENTS

Parks and Recreation Superintendent Doug Littlefield recommended authorization of a contract with Demien Construction Company for the construction and installation of Musick Park improvements at a cost not to exceed \$209,000.

Mr. Littlefield stated this is a Municipal Park Grant improvements project and includes a restroom facility, three pergolas, two sheltered picnic tables, and an outdoor fitness area. The equipment was purchased previously. The proposed contract is for on-site construction and installation. The low bid from Demien Construction is \$79,000 over the budget estimate. Mr. Littlefield stated the total project cost including the equipment purchase and installation is \$376,000 and the grant award is \$256,500 which leaves a cost to the City of \$119,500. Capital Improvement Funds of \$275,000 have been budgeted for the project and there are sufficient unencumbered Capital Improvement Funds available to cover the over budget amount.

Mr. Todd asked why the project is over budget.

Mr. Littlefield explained, when application for the grant was made, written quotes for construction were obtained and were in the mid \$130,000's. This amount was used to calculate the total project cost for the budget. He noted Demien Construction was one of the companies that provided a quote. Requests for bids were later sent to 18 construction companies, both small and large. For large companies, the project is considered too small to bid. For small companies, the bond requirements make it difficult to bid. Three bids were received. The low bid was \$209,000, followed by bids of \$254,000 and \$318,000. Demien Construction felt they submitted an appropriate and competitive bid.

Mr. Taylor moved, seconded by Mr. Ryan, to concur with the staff recommendation to authorize the contract with Demien Construction Company for the construction and installation of Musick Park improvements and to place the draft bill on this agenda for

introduction. The motion passed unanimously and the bill was added to the agenda as item 17.b.

#### **BUDGET CUTS**

Mr. Zimmerman stated today is the day most of the budget cuts are being implemented and he asked Mr. Davidson to explain the media campaign.

Mr. Davidson stated a schedule of press releases relative to upcoming budget cuts has been developed. The first press release, regarding the shortening of the recreation centers' operating hours and the cancelation of Halloween Happenings, was sent out last week. Articles are scheduled to run in community papers and articles are posted on the City's Facebook page and website.

Mr. Zimmerman stated staff continues to look for new ways to provide services to the residents such as having the private sector perform leaf collection. In addition, the City is switching from the use of credit cards to purchasing cards (P-Cards) which provide efficiency and generate revenue.

Finance Director Lori Helle stated use of the P-Cards began September 1. The City will receive a one percent rebate based on total purchases. In addition, vendors are being signed up to ePayables which is a faster method of payment for vendors, is more efficient for staff because it doesn't involve a check, and provides a 1.39% rebate to the City. Total rebate revenue for this fiscal year is estimated at \$20,000.

Mr. Zimmerman stated the P-Cards also provide more control over purchasing. He added staff has become much more aggressive in establishing frugal procedures. For example, seasonal employees will no longer be kept in the payroll system year-round. With 75 seasonal employees at the cost of \$2 per month for seven months, this saves the City approximately \$1,000.

Mr. Aubuchon stated the Council was provided a list of proposed budget cuts and asked for a list of actual cuts.

Mr. Zimmerman responded he would provide the Council with a point-by-point list.

**CITY ATTORNEY'S REPORT** - None

**CITY CLERK'S REPORT** - None

#### **COMMISSION AND BOARD REPORTS**

Mr. Taylor moved, seconded by Mr. Ryan, to receive and file the minutes of the August 12 Community Enrichment Commission meeting and the September 8 Board of Adjustment and Neighborhood Watch Commission meetings. The motion passed unanimously.



---

Colleen Wolf, MMC - City Clerk  
City of Hazelwood, Missouri