

**CITY OF HAZELWOOD
REGULAR COUNCIL MEETING
DECEMBER 3, 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, December 3, 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:

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

Councilman Michael J. Conley was not present. 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

There being no amendments proposed, Mr. Taylor 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 consult with the City Attorney and to discuss a personnel matter.

Mr. Todd moved, seconded by Mr. Ryan, to amend the agenda by the addition of a closed session to consult with the City Attorney and to discuss a personnel matter and to adopt the agenda as amended. The following vote was recorded on the motion:

<u>AYE - 8</u>	<u>NAY - 0</u>
Mrs. Stroker	
Mr. Aubuchon	
Mr. Ryan	
Mayor Robinson	
Mr. Todd	

Mr. Taylor
Mrs. Hendon
Mrs. Singleton

The motion passed unanimously and the consent agenda, including a closed meeting immediately following the regular meeting to consult with the City Attorney in accordance with the provisions of RSMo 610.021(1) and discuss a personnel matter in accordance with the provisions of RSMo 610.021(13), was adopted.

**APPROVAL OF
MINUTES**

Mr. Todd moved, seconded by Mr. Ryan, to approve the minutes of the November 19 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.

Two McNair Elementary 5th graders rode to school in a Hazelwood fire truck for being chosen as the winners of a recent essay contest on fire prevention. When interviewed for Fox 2 News, they said they felt like rock stars arriving at school.

McNair's Girls on the Run team won first place with their community service project in preparation for their practice 5K run. More than \$600 was raised in pledge donations. The money was used to purchase over 70 bears for the Police Department's Teddy Bear Program. The bears will be placed in the trunks of patrol cars and given to children to provide comfort when they're involved in a traffic accident, house fire, or domestic violence situation.

Hazelwood's Municipal Court is one of over 60 participants in the 2014 Holiday Amnesty Project. From December 1 through December 30, persons with outstanding warrants can go to City Hall and post a \$100 bond. In exchange, all of their warrants will be recalled and they will be given a court date on which to appear and resolve their cases.

The Winter/Spring 2015 Activity Guide and City newsletter will be mailed to all residential households next week. The newsletter provides updates on the latest Hazelwood news and the activity guide features recreation programs being offered during winter/spring 2015. Both publications are also available for viewing on the City website or for pickup at City Hall or the recreation centers.

Information on City programs and events is available on the City's website at www.hazelwoodmo.org.

**PROMOTION
MAJOR JEWSON**

Police Chief Gregg Hall introduced newly promoted Major Ken Jewson and spoke briefly about his background.

Chief Hall presented Major Jewson with the new badge and oak leaves that were then pinned on by his son Matthew and wife Anna.

FISCAL YEAR 2014
CAFR & AUDIT

Copies of the fiscal year 2014 Comprehensive Annual Financial Report, Report on Federal Awards, and Schedule of Management Comments and Recommendations had been provided to the Council.

Finance Director Lori Helle stated the audit was performed by Hochschild, Bloom & Company.

Penny Scovill, the field audit director, presented the audit and gave an overview of the findings. She stated no material weaknesses or significant deficiencies were found in internal controls and a clean opinion was issued. A few minor suggestions were made to improve internal controls and Ms. Helle is currently working to address those issues.

Mr. Zimmerman commended the Finance Department, which has been operating short staffed, for meeting the continually increasing Generally Accepted Accounting Principles (GAAP).

PROCLAMATIONS AND RESOLUTIONS

JAMES RUSSELL
PROCLAMATION

Mayor Robinson called for the reading of a proclamation in honor of former Missouri legislator James “Jay” Russell.

There were no objections and the proclamation was read.

Mrs. Stroker moved, seconded by Mr. Ryan, the adoption of the proclamation recognizing James “Jay” Russell as a patriotic, faith based citizen who served his country, state and community, who succeeded in business for 50 years by simply getting along with people, and who touched many lives and truly made a difference. The motion passed unanimously.

Mayor Robinson stated this is a joint proclamation with the City of Florissant. The Council has been invited to attend a presentation of the proclamation on December 7 at Bangert Park.

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.

AUDIT CONCERN

Yong He Bae of 16 Queen Ann Drive stated she was an auditor for the Federal government and is surprised that Federal accounting guidelines weren't followed in the City audit.

Ms. Helle responded the City follows GAAP, the uniform minimum standards and guidelines for financial accounting in the United States.

PUBLIC HEARINGS - None

COMMUNICATIONS

LOCAL GOVERNMENT BRIEFINGS The November 13 issue of Local Government Briefings was received from East-West Gateway Council of Governments.

SLUP PETITION
6879 HOWDERSHELL A petition for a Special Land Use Permit for a vehicle service and repair facility at 6879 Howdershell Road was received from Eastern Autocare, Inc., d/b/a Eastern Auto Care.

LOCAL GOVERNMENT BRIEFINGS The November 20 issue of Local Government Briefings was received from East-West Gateway Council of Governments.

CHARTER
INCREASE Notice of an increase in the broadcast TV surcharge was received from Charter.

SLUP PETITION
7766 N. LINDBERGH A Petition for Change of Zoning at 7766 North Lindbergh Boulevard, from C-2 General Commercial District to C-3 Highway Commercial District, was received from Mission Hills Development, Inc.

Mr. Todd moved, seconded by Mr. Ryan, to refer the petitions to the City Plan Commission for recommendations and to receive and file all communications. The motion passed unanimously.

UNFINISHED BUSINESS - None

MAYOR AND COUNCIL REPORTS

WORK SESSION
AGENDA ITEMS Mrs. Singleton stated a Ferguson councilman provided her with their plan for response to the concerns expressed by their citizens as a result of the Michael Brown incident.

Mrs. Singleton stated she has provided the plan to Mr. Zimmerman and suggested the Council review it during the February 11 work session to determine if similar actions would be appropriate.

CITY MANAGER'S
EMPLOYMENT
AGREEMENT Mr. Todd moved, seconded by Mrs. Hendon, to authorize a new employment agreement with City Manager Matt Zimmerman setting forth the terms and conditions of his

employment and compensation therefore 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.

CITY MANAGER'S REPORT

CITYWIDE TELEPHONE SYSTEM Assistant City Manager Bob Frank reported staff recommends authorization of a contract with CDS Office Systems, Inc., for the purchase and installation of a citywide telephone system at a cost not to exceed \$138,000.

Mr. Frank stated a request for proposals to replace the current 18 year old phone system was published and three proposals were received. The recommendation to accept the bid from CDS Office Systems, the low bidder, was reviewed by the Information Systems Steering Committee and the committee concurred with the recommendation. Funds for the purchase have been allocated in the Capital Improvement Fund budget.

Mrs. Singleton asked if the possibility of providing cell phones rather than landlines was investigated.

Law Enforcement Information Specialist Glen Robinson responded replacing handsets with cell phones was investigated. With the current cell phone plan, all minutes are pooled. If landlines were eliminated, use of cell phone minutes would rise dramatically. The average monthly usage cost per cell phone is currently \$40. For unlimited minutes, the cost would increase to approximately \$99 per month and more employees would need cell phones. The new telephone system has the capacity to communicate directly with cell phones. Therefore, the ability to reach people will increase. Mr. Robinson noted staff has performed research on phone systems for the past three years and believes this is the most user friendly system available.

Mr. Aubuchon moved, seconded by Mrs. Hendon, to concur with the staff recommendation to authorize the contract for the purchase and installation of a citywide telephone system 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.

CITY ATTORNEY'S REPORT - None

CITY CLERK'S REPORT - None

COMMISSION AND BOARD REPORTS Mr. Todd moved, seconded by Mr. Ryan, to receive and file the minutes of the October 27 Historic Preservation Commission meeting and the November 10 Neighborhood Watch Commission meeting. The motion passed unanimously.

without a Special Land Use Permit. The existing vehicle service and repair facility is going through the process of administratively transferring the Special Land Use Permit for change of ownership and name which will not affect intensity of the existing use. A copy of a letter from Mr. Singh withdrawing the request for an extension had been provided to the Council.

Mr. Taylor moved, seconded by Mr. Ryan, to withdraw from consideration and pass out Bill 4488. The following vote was recorded on the motion:

<u>AYE - 8</u>	<u>NAY - 0</u>
Mrs. Stroker	
Mr. Aubuchon	
Mr. Ryan	
Mayor Robinson	
Mr. Todd	
Mr. Taylor	
Mrs. Hendon	
Mrs. Singleton	

The motion passed unanimously.

MISCELLANEOUS BUSINESS AND ANNOUNCEMENTS

COUNCIL MEETING Mayor Robinson announced the next regular Council meeting will be held Wednesday, December 17, at 7:30 p.m. in the Council Chambers.

ADJOURNMENT There being no further business to come before the Council, the meeting was adjourned at 8:25 p.m.

Matthew G. Robinson - Mayor
City of Hazelwood, Missouri

ATTEST:

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