

**CITY OF HAZELWOOD  
REGULAR COUNCIL MEETING  
FEBRUARY 17, 2016**

**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, February 17, 2016, 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  
Robert Parkin II  
Matthew G. Robinson  
Russell Todd  
Warren H. Taylor

Mrs. Thomas declared a quorum was present.

Also present were City Manager Matt Zimmerman, City Attorney Kevin O'Keefe, and Deputy City Clerk Chris Thomas.

**AGENDA**

There being no amendments proposed, Mrs. Singleton moved, seconded by Mr. Taylor, the adoption of the agenda as printed. The motion passed unanimously.

**CONSENT AGENDA**

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

AYE - 9

NAY - 0

Mrs. Hendon  
Mrs. Singleton  
Mrs. Stroker  
Mr. Aubuchon  
Mr. Ryan  
Mr. Parkin  
Mayor Robinson

Mr. Todd  
Mr. Taylor

The motion passed unanimously and the consent agenda was adopted.

**APPROVAL OF  
MINUTES**

Mr. Taylor moved, seconded by Mrs. Stroker, to approve the minutes of the February 3 regular and closed Council meetings and the February 10 preliminary Council budget work session as submitted. The motion passed unanimously.

**SPECIAL ORDER OF BUSINESS**

**WHAT'S NEW**

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

Since Nature's Bakery is a new sponsor for sprint car driver Danica Patrick, she accepted an invitation to tour their retooled manufacturing facility in Hazelwood. Extensive damage had been done to the facility when a fire broke out last November. Two new production lines, fig bars and brownies branded with Danica's image, are now up and running.

French based bioMerieux, one of Hazelwood's largest employers, held a ribbon cutting to celebrate the grand opening of its Live Well Center. The campus is the first bioMerieux facility to open a wellness center.

In response to community concerns about possible health issues related to the West Lake Landfill in Bridgeton, health survey interviewers will randomly canvass Hazelwood residents from February 22 to February 27 between 9:00 a.m. and 7:00 p.m.

The Police Department is partnering with Hazelwood West High School to host another Student Police Academy in an effort to encourage youth interest in a law enforcement career. The six week academy will begin on Tuesday, March 15, with the majority of the hands-on curriculum conducted outdoors.

Upcoming City and community events include the Polar Bear Plunge on February 27, the Mayors' Shamrock Ball on March 5, and the Adult Easter Egg Hunt on March 18. Additional information on City programs and upcoming events is available on the City's website at [www.hazelwoodmo.org](http://www.hazelwoodmo.org).

**EMPLOYEE SERVICE  
AWARD**

As his biography was read, Lieutenant Michael Brady was presented with a 30 year service award.

**EMPLOYEE  
INTRODUCTIONS**

Police Chief Gregg Hall introduced Police Officers Crista Huff and Alexandria Jenkins and Police Recruits Carlos Quiles and Makil Walker who began employment with the City on February 7.

**PROCLAMATIONS AND RESOLUTIONS - None**

**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.

CITY MANAGER'S STATUS REPORT ON CITIZEN'S CONCERNS Monte Haynes, 242 Palm Drive, asked the Council to postpone the City Manager's report on concerns he expressed during the February 3 Council meeting relative to maintenance at St. Cin and Aubuchon Parks.

Mr. Haynes stated he has additional information to provide to and discuss with the City Manager.

There were no objections and the City Manager's report on Mr. Haynes' concerns was postponed to March 2.

**PUBLIC HEARINGS - None**

**COMMUNICATIONS**

EWGCG LOCAL BRIEFINGS The February 4 issue of Local Government Briefings was received from East-West Gateway Council of Governments.

REQUEST FOR REPORT ON RED-LIGHT VIOLATIONS A request for the annual report for automated enforcement of red-light violations was received from the Missouri Department of Transportation.

SPONSORSHIP OF NCI ANNUAL BREAKFAST An invitation for sponsorship of their annual breakfast was received from North County Inc.

EWGCG LOCAL BRIEFINGS The February 11 issue of Local Government Briefings was received from East-West Gateway Council of Governments.

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

**UNFINISHED BUSINESS - None**

**MAYOR AND COUNCIL REPORTS**

WORK SESSION AGENDA ITEMS No items were added to the March 9 Council work session agenda.

## **CITY MANAGER'S REPORT**

AMENDMENT TO ELM GROVE TIF DISTRICT AGREEMENT      Mr. Zimmerman reported staff recommends authorization of an amendment to the agreement with JDS Hazelwood, LLC for the Elm Grove TIF District relative to an electronic message board.

During the January 6 Council meeting, the Council authorized a \$90,000 increase to the Elm Grove TIF budget for an electronic pylon sign for Market Place Plaza. The Council also authorized staff to pursue an agreement with JDS Hazelwood to allow the City to display messages on the sign. The proposed agreement is similar to the agreement entered into with Gateway Buick for the sign at McDonnell Boulevard and I-270.

Mrs. Stroker asked where the sign would be located.

Mr. Zimmerman replied it will be located off of Lindbergh Boulevard, just south of the creek, and would be just tall enough to be visible coming over the bridge.

Mr. Aubuchon moved, seconded by Mr. Parkin, to concur with the staff recommendation to authorize the amendment to the agreement with JDS Hazelwood, LLC for the Elm Grove TIF District 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.

RELOCATION OF PUBLIC WORKS OFFICES      The Council had been provided with a memo outlining several options for relocation of the public works administration and code enforcement offices.

Mr. Zimmerman stated the budgeted, full-time public works secretary position has not been filled and Public Works Director David Stewart wishes to hire a part-time project manager instead, which creates a need for an additional office. Mr. Zimmerman also proposes to move the City Planner back to the City Manager's offices because planning is a community development function, which falls under the City Manager, and not an engineering function. The move would provide cohesion with economic development staff.

Mr. Stewart reviewed the options including pros and cons and cost estimates as follows: move public works administration and code enforcement offices to the Community Center, move code enforcement staff to the warming room at the Community Center, rent or purchase a trailer for code enforcement staff, move community development staff to the Knobbe House, swap City Manager offices with code enforcement staff offices, or expand City Hall or purchase a new City Hall facility.

Mr. Zimmerman noted the City's population has doubled and 45 employees have been added since City Hall was constructed and it's overcrowded.

Mr. Aubuchon stated the residents approved a tax increase in order to restore and retain City services. Therefore, they should not lose use of a portion of the Community Center. In addition, moving some City Hall staff to a remote building would create an inconvenience for residents, current businesses, and prospective businesses. Also, the need to cut expenses and/or create new revenue sources due to the financial trend was just discussed at the February 10 work session. Therefore, staff should attempt to manage with existing staff and office space.

Mr. Stewart responded elimination of the full-time secretarial position at \$44,000 per year plus benefits and addition of the part-time project manager at \$35,000 to \$38,000 per year would result in a personnel savings. He added the City is unusual because we don't have project management and inspection staff who review plans and meet with contractors. The secretary occupied a small space that is not conducive to plan review. Mr. Stewart stated many documents are currently stored off-site due to the space issue. In addition, because of space issues, the existing office layout presents security concerns for the code enforcement secretaries who interact with the public. The space occupied by 11 public works administration and code enforcement staff was originally designed for four staff members.

Mr. Todd recommended consulting an architect.

Mrs. Singleton expressed opposition to terminating Emerald Automotive's tenancy at the Knobbe House.

Mrs. Hendon stated she opposes any option that would cause a reduction in revenue. She asked if the project manager's duties fall under the responsibilities of the public works director.

Mr. Stewart responded most of the City's engineering for large construction projects is done by outside consultants. For example, a consultant was hired at the cost of \$100,000 to do on-site inspections for the Fee Fee Road reconstruction project. Mr. Stewart stated he came from a smaller community that didn't have to hire outside consultants because they had an engineer and two technicians who did in-house design and inspections. In the future, when the City applies for grants for large road improvement projects, using in-house staff rather than a consultant would allow the City to be reimbursed for staff time. A technician who is familiar with construction concepts would be hired for this purpose and could also work on other City projects requiring attention. Mr. Stewart added the City has a low bid environment which precipitates the need for additional inspections to ensure work is done according to specifications.

Mrs. Hendon asked if the project manager could perform these duties without an engineering degree.

Mr. Stewart replied an engineering degree would not be required. Often times a project manager has a two year technician degree or equivalent construction experience, such as a retired Missouri Department of Transportation employee.

Mr. Ryan suggested taking advantage of the unutilized space in the City Clerk's office.

Mr. Zimmerman stated the most low-cost option is to switch City Manager's offices with public works administration/code enforcement offices and move the communication manager to the City Clerk's offices.

After additional discussion, Mr. Zimmerman suggested tabling the proposal to the next Council meeting when City Clerk Colleen Wolf can be present.

Mayor Robinson stated this is a staff decision. However, the Council is opposed to utilizing the Community Center because of reduced revenue and services for residents. The Council also wants to keep these services at City Hall so that residents and businesses can go to one location for all services such as permits and business licenses. He suggested staff find a way to put the unutilized warming room space to use. He asked where and how often code enforcement personnel meets with the public.

Code Administrator Pat McSheehy replied code enforcement staff often meets with the public in the confines of the area shared by five staff members and sometimes in the lobby. He stated a conference room is needed. He emphasized the importance of keeping code enforcement staff and his office at the same location.

Mr. Aubuchon asked if the Council conference room could be utilized.

Mr. McSheehy replied it could be used, if available.

Mr. Zimmerman stated, with Council authorization, a professional would be consulted and additional options would be presented, perhaps during budget discussions.

Mr. Aubuchon commented hiring professionals will create an expense to the City.

Mr. Zimmerman responded staff has presented several options and has not received support for any of them. He stated the architects who designed the plans for a City Hall renovation provided some of the price estimates for the options presented this evening.

Mayor Robinson reiterated Council doesn't support relocation to the Community Center. He stated the solution must be affordable, serve staff needs, and provide the best services for the residents.

EMPLOYEE ASSISTANT City Manager Bob Frank reported staff  
INSURANCE recommends authorization of a contract with USI Insurance  
BROKERAGE SERVICES Services LLC (USI) for consulting and insurance brokerage  
services for employee insurance.

The City has been with our current broker for several years. The broker was previously Holmes Murphy & Associates and was bought out by USI. Staff solicited proposals to

determine if the services we requested are being provided at a reasonable cost. Six proposals were received. The two lowest bidders, USI and Hays, were interviewed and background checks were conducted. The interview committee consisted of Finance Director Lori Helle, Fire Chief Dave Radel, Human Resource Assistant Kim White, and Mr. Frank. The committee recommends acceptance of the proposal from USI and authorization of a three year agreement at a cost of 1.5% of the Health Insurance premium only. Mr. Frank noted this is a cost reduction from the current rate of 1.75%. He explained the rate was previously 1.5%, but was increased last year when the City requested a one year extension. At the time, Holmes Murphy had recently been acquired by USI and staff wanted a test period to assess the service provided after the merger. Although there were some issues, those issues were addressed and staff is satisfied with the service provided. In addition, due in part to USI's efforts, the City saw a 1% reduction in the health insurance premium.

Mr. Taylor moved, seconded by Mrs. Hendon, to concur with the staff recommendation to authorize an agreement with USI Insurance Services LLC for consulting and insurance brokerage services 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.

**PENSION PLAN BOARD OF TRUSTEES ANNUAL REPORT** Mr. Zimmerman reported the City's pension plan requires the Pension Plan Board of Trustees to present an annual report to the Council.

The board is responsible for operation of the pension fund. As chairman of the board, Mr. Zimmerman stated he has provided the Council with copies of the Actuarial Valuation Report and the annual investment report. The rate of return for fiscal year 2015 was 5.2% and the 10 year average was 7%. The actuarial recommended amount of payment for fiscal year 2015 was \$1,065,096. The budget included an allocation of \$1,326,116. The City pays a late fee because the payment is due on July 1, but the actuarial report is not received until the following January. The City makes a 7.5% interest payment, annualized over seven months, and then deducts any payments made. Therefore, the net payment this year was \$1,251,566 which was under budget. Funded reserves increased from 88.2% to 88.3% and the fund continues to meet the needs of current and future pensioners. There may be some budgeting challenges in future years. The actuarial is currently using a 7.5% rate of return and may use a 7% rate in future years based on the 10 year average. In addition, the Society of Actuaries adopted new longevity charts and added two years of assumed life. This means they will assume pensioners would be paid an average of two additional years which would also affect City payments.

**CITY ATTORNEY'S REPORT** - None

**CITY CLERK'S REPORT** - None

**COMMISSION AND** Mr. Taylor moved, seconded by Mrs. Stroker, to

## **BOARD REPORTS**

receive and file the minutes of the August 13, September 10, October 8, and January 14 City Plan Commission meetings; the minutes of the January 25 Historic Preservation Commission meeting; and the notice of no quorum for the February 2 Parks and Recreation Board meeting. The motion passed unanimously.

## **NEW BUSINESS - None**

## **INTRODUCTION AND FIRST READING OF BILLS**

**AMEND AGREEMENT FOR ELM GROVE TIF DISTRICT** Mayor Robinson called for the first reading of a bill to amend the agreement with JDS Hazelwood, LLC for the Elm Grove TIF District.

There were no objections and Bill 4577 was read by title only:

### **AN ORDINANCE AMENDING THE NEW REDEVELOPMENT AGREEMENT BETWEEN THE CITY OF HAZELWOOD AND JDS HAZELWOOD, LLC FOR THE ELM GROVE TIF DISTRICT.**

Bill 4577 will be on the agenda for second reading on March 2.

**AGREEMENT FOR BROKERAGE SERVICES FOR EMPLOYEE INS.** Mayor Robinson called for the first reading of a bill to authorize an agreement for brokerage services for employee insurance.

There were no objections and Bill 4578 was read by title only:

### **AN ORDINANCE AUTHORIZING AN AGREEMENT WITH USI INSURANCE SERVICES LLC FOR CONSULTING AND BROKERAGE SERVICES FOR EMPLOYEE INSURANCE FOR THE PERIOD FROM MARCH 1, 2016 THROUGH FEBRUARY 28, 2019.**

Bill 4578 will be on the agenda for second reading on March 2.

## **SECOND READING OF BILLS AND ACTION ON BILLS**

**BILL 4558 SLUP BEN HUR** The second reading of Bill 4558, to grant a Special Land Use Permit for outdoor storage at 11950 Missouri Bottom Road, has been postponed.

**BILL 4560 UNION CONTRACT** Mayor Robinson called for the second reading of Bill 4560 to authorize a contract with privates of Local #2665 of the International Association of Firefighters.

There were no objections and Bill 4560 was read by title only:

**AN ORDINANCE APPROVING AND AUTHORIZING EXECUTION OF A CONTRACT WITH LOCAL #2665 OF THE INTERNATIONAL ASSOCIATION OF FIREFIGHTERS FOR THE PERIOD FROM JULY 1, 2015 THROUGH JUNE 30, 2018.**

Mr. Aubuchon moved, seconded by Mr. Ryan, the adoption of Bill 4560 as an ordinance. 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. Parkin	
Mayor Robinson	
Mr. Todd	
Mr. Taylor	

Bill 4560 was unanimously adopted as Ordinance 4459-16.

BILL 4571  
SLUP TRANSFER  
6311 N. LINDBERGH

Mayor Robinson called for the second reading of Bill 4571 to transfer the Special Land Use Permit for a vehicle service and repair facility and vehicle painting at 6311 North Lindbergh Boulevard to Bommarito Ford Realty, LLC, d/b/a Bommarito Collision Center – Hazelwood.

There were no objections and Bill 4571 was read by title only:

**AN ORDINANCE AUTHORIZING THE TRANSFER OF A SPECIAL LAND USE PERMIT FROM ROBERT B. AND MARILYN M. CHANDLER, D/B/A BIGFOOT 4X4, INC., AND MIDWEST FOUR WHEEL DRIVE CENTER, INC., TO BOMMARITO FORD REALTY, LLC, D/B/A BOMMARITO COLLISION CENTER – HAZELWOOD, FOR A VEHICLE SERVICE AND REPAIR FACILITY AND VEHICLE PAINTING AT 6311 NORTH LINDBERGH BOULEVARD.**

Mr. Aubuchon moved, seconded by Mr. Todd, the adoption of Bill 4571 as an ordinance. 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. Parkin  
Mayor Robinson  
Mr. Todd  
Mr. Taylor

Bill 4571 was unanimously adopted as Ordinance 4460-16.

BILL 4572  
SLUP  
153 MCDONNELL BLVD. Mayor Robinson called for the second reading of Bill 4572 to grant a Special Land Use Permit for manufacturing, wholesaling, and storage of chemicals, and vehicle painting at 153 James S. McDonnell Boulevard.

There were no objections and Bill 4572 was read by title only:

**AN ORDINANCE AUTHORIZING AND GRANTING A PERMANENT SPECIAL LAND USE PERMIT TO THE BOEING COMPANY FOR MANUFACTURING, WHOLESALING, AND STORAGE OF CHEMICALS, AND VEHICLE PAINTING AT 153 JAMES S. MCDONNELL BOULEVARD AND PROVIDING THE CONDITIONS OF SUCH USAGE.**

Mr. Aubuchon moved, seconded by Mr. Ryan, the adoption of Bill 4572 as an ordinance. 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. Parkin	
Mayor Robinson	
Mr. Todd	
Mr. Taylor	

Bill 4572 was unanimously adopted as Ordinance 4461-16.

BILL 4573  
AMENDMENTS TO  
E.D. AGREEMENTS  
WITH SILGAN PLASTICS Mayor Robinson called for the second reading of Bill 4573 to authorize first amendments to the Performance Agreement and Economic Development and New Employment Training and Opportunities Forgivable Loan Agreement with Silgan Plastics Corp.

There were no objections and Bill 4573 was read by title only:

**AN ORDINANCE AUTHORIZING THE CITY TO ENTER INTO A FIRST AMENDMENT TO PERFORMANCE AGREEMENT AND A FIRST AMENDMENT TO ECONOMIC**

**DEVELOPMENT AND NEW EMPLOYMENT TRAINING AND OPPORTUNITIES FORGIVABLE LOAN AGREEMENT.**

Mrs. Hendon moved, seconded by Mrs. Singleton, the adoption of Bill 4573 as an ordinance. 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. Parkin	
Mayor Robinson	
Mr. Todd	
Mr. Taylor	

Bill 4573 was unanimously adopted as Ordinance 4462-16.

BILL 4574 AGREEMENT VILLAGE SQUARE AREA	Mayor Robinson called for the second reading of Bill 4574 to authorize an agreement for urban and economic development analysis and planning services relative to redevelopment of the Village Square area.
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There were no objections and Bill 4574 was read by title only:

**AN ORDINANCE AUTHORIZING AN AGREEMENT WITH PECKHAM GUYTON ALBERS & VIETS, INC., FOR URBAN AND ECONOMIC DEVELOPMENT ANALYSIS AND PLANNING SERVICES, RELATIVE TO REDEVELOPMENT OF THE VILLAGE SQUARE AREA, AT A COST OF \$51,500 PLUS REIMBURSABLE EXPENSES AT A COST NOT TO EXCEED \$2,000.**

Mr. Parkin moved, seconded by Mrs. Hendon, the adoption of Bill 4574 as an ordinance. 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. Parkin	
Mayor Robinson	
Mr. Todd	
Mr. Taylor	

Bill 4574 was unanimously adopted as Ordinance 4463-16.

BILL 4575                                      Mayor Robinson called for the second reading of Bill 4575 to  
CONTRACT                                      authorize a contract for installation of a fiber optic network  
FIBER OPTIC NETWORK and five years of maintenance.

There were no objections and Bill 4575 was read by title only:

**AN ORDINANCE AUTHORIZING A CONTRACT WITH ADB COMPANIES, INC., FOR  
INSTALLATION OF A FIBER OPTIC NETWORK AT A COST NOT TO EXCEED  
\$693,455 AND FIVE YEARS MAINTENANCE AT A TOTAL COST OF \$87,750 WITH  
A TWO PERCENT PER YEAR PREPAYMENT DISCOUNT.**

Mr. Ryan moved, seconded by Mrs. Hendon, the adoption of Bill 4575 as an ordinance.  
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. Parkin	
Mayor Robinson	
Mr. Todd	
Mr. Taylor	

Bill 4575 was unanimously adopted as Ordinance 4464-16.

BILL 4576                                      Mayor Robinson called for the second reading of Bill 4576 to  
UNION    authorize an agreement with captains and battalion chiefs of  
AGREEMENT                                      Local #2665 of the International Association of Firefighters.

There were no objections and Bill 4576 was read by title only:

**AN ORDINANCE APPROVING AND AUTHORIZING EXECUTION OF AN  
AGREEMENT WITH COMPANY OFFICERS OF LOCAL #2665 OF THE  
INTERNATIONAL ASSOCIATION OF FIREFIGHTERS FOR THE PERIOD FROM  
JULY 1, 2015 THROUGH JUNE 30, 2018.**

Mr. Aubuchon moved, seconded by Mr. Parkin, the adoption of Bill 4576 as an  
ordinance. 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. Parkin  
Mayor Robinson  
Mr. Todd  
Mr. Taylor

Bill 4576 was unanimously adopted as Ordinance 4465-16.

**MISCELLANEOUS BUSINESS AND ANNOUNCEMENTS**

**COUNCIL MEETING** Mayor Robinson announced the next regular Council meeting will be held Wednesday, March 2, 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 8:40 p.m.

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Matthew G. Robinson - Mayor  
City of Hazelwood, Missouri

ATTEST:

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