

**CITY OF HAZELWOOD
REGULAR COUNCIL MEETING
MARCH 21, 2018**

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, March 21, 2018, 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:

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

Council member Robert Parkin II was not present. Mrs. Thomas declared a quorum was present. Also present were City Manager Matt Zimmerman, Associate City Attorney Stephanie Karr, and City Clerk Christine Thomas.

AGENDA

Mr. Ryan moved, seconded by Mrs. Hendon, to amend the agenda by adding a discussion of the City's February 8 Sunshine Law request to Robertson Fire Protection District (RFPD) under Unfinished Business. The motion passed unanimously.

Mr. Todd moved, seconded by Mrs. Stroker, to amend the agenda by adding consideration of appointment to the St. Louis County MU Extension Council under Unfinished Business. The motion passed unanimously.

Mr. Taylor moved, seconded by Mrs. Singleton, to adopt the agenda as amended. The motion passed unanimously.

CONSENT AGENDA

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

AYE - 8

NAY - 0

Mr. Todd
Mr. Taylor
Mrs. Hendon
Mrs. Singleton
Mrs. Stroker
Mr. Aubuchon
Mr. Ryan
Mayor Robinson

The motion passed unanimously and the consent agenda was adopted.

APPROVAL OF MINUTES

Mr. Todd moved, seconded by Mrs. Hendon, to approve the minutes of the March 7 regular and closed Council meetings as submitted. The motion passed unanimously.

SPECIAL ORDER OF BUSINESS

WHAT'S NEW

Communications Coordinator Tim Davidson provided the What's New in Hazelwood report.

EMPLOYEE SERVICE AWARD

As her biography was read, Park Ranger Victoria Hall was presented with a 15 year service award.

PROCLAMATIONS AND RESOLUTIONS - None

CITIZENS 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.

BUDGETARY & MUTUAL AID CONCERNS

Derick Skouby, 1072 Woodcrest Lane, stated with the upcoming election he has questions he would like addressed.

First, Mr. Skouby expressed concerns that the Hazelwood ambulance service does not provide mutual aid to the neighboring RFPD and Florissant Valley Fire Protection District (FVFPD). Second, he stated, although a Hazelwood Fire Department sales tax was approved by voters in 2014, the 2017 and 2018 Fire Department budgets were reduced and the budget is now at a level lower than 2014. Third, Proposition P was approved by voters in 2016 to provide for Police Department needs. The 2017 Police Department budget, passed in 2016, reflected a decrease and the 2018 budget was at the 2015 level. Fourth, the Community Profile section of the Hazelwood budget indicates that state law mandates the City contract with RFPD and FVFPD to provide fire services in areas annexed in 1995. Mr. Skouby asked how the City can terminate

the contract with RFPD. He stated the City has not paid RFPD the full contracted amount for 2018 and he is concerned with who will be providing his family with fire services. Fifth and last, Mr. Skouby stated the City has given out numerous interest-free forgivable loans to businesses and he does not believe it is an appropriate use of taxpayer's money.

Mayor Robinson stated the City Manager will provide detailed answers and would also be happy to meet in person.

Chief Herman explained the City participates in mutual aid with RFPD and FVFPD for fire services. He stated he has offered mutual aid for ambulance service more than once, but a request for EMS aid from the City has never been made by either district.

SLUP EXTENSION 310 MCDONNELL MITEK USA, INC.	City Planner Earl Bradfield reported MiTek USA, Inc., is requesting a one year extension of their Special Land Use Permit for manufacturing of metal products at 310 James S. McDonnell Boulevard.
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Mr. Bradfield stated MiTek's current Special Land Use Permit will lapse on May 3, 2018. MiTek has requested an extension due to various weather conditions and other normal construction issues associated with a large project. Mr. Bradfield stated estimated completion time is less than a year, but a one year extension has been requested in case of unexpected delays.

A MiTek representative was not present.

Mr. Aubuchon moved, seconded by Mrs. Hendon, to amend Ordinance 4541-17 by extending the Special Land Use Permit deadline to commence manufacturing of metal products at 310 James S. McDonnell Boulevard to May 3, 2019 and to place the draft bill on the agenda for introduction. The motion passed unanimously and the bill was added to the agenda as item 17.a.

PUBLIC HEARINGS - None

COMMUNICATIONS

APPRECIATION FOR DINNER	A letter of appreciation for their annual dinner was received from the Community Enrichment Commission.
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EWGCG LOCAL BRIEFINGS	The March 15 issue of Local Government Briefings was received from the East-West Gateway Council of Governments.
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Mr. Todd moved, seconded by Mrs. Hendon, to receive and file all communications. The motion passed unanimously.

UNFINISHED BUSINESS

**RFPD SUNSHINE
LAW REQUEST** The Council had been provided with a draft letter to RFPD relative to the City's February 8 Sunshine Law request and March 6 follow-up to the request.

Ms. Karr stated the initial response to a Sunshine Law request must be made within three days from receipt and the records must be provided within a reasonable timeframe. An estimate of the time to retrieve, redact and copy/scan the records and an estimate of the cost to provide them must be given. Receipt of the request was acknowledged within three days. However, despite the City's March 8 follow-up request, estimates of the cost and length of time needed to provide the records have not yet been received. The draft letter provided to the Council this evening gives the RFPD a deadline to provide the information or the City will take action for violation of the Sunshine Law.

Mr. Ryan moved, seconded by Mrs. Hendon, to send the letter to RFPD and move forward with necessary actions. The motion passed unanimously.

**APPOINTMENT TO
EXTENSION COUNCIL** Mayor Robinson nominated Lynn Squires for appointment to the University of Missouri's St. Louis County Extension Council.

Mayor Robinson stated Ms. Squires told him she would like to serve on a board or commission with the City. He explained Ms. Squires is a school teacher and is very involved with the school district.

Mrs. Stroker moved, seconded by Mr. Todd, to approve the appointment of Lynn Squires to the University of Missouri's St. Louis County Extension Council. The motion passed unanimously.

MAYOR AND COUNCIL REPORTS

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

CITY MANAGER'S REPORT

**PICK-UP TRUCK
PURCHASE** Director of Public Works David Stewart reported staff recommends purchasing three 2019 Ford F-250 Supercab 4x2 short bed pick-up trucks from Bommarito Ford at a cost of \$67,557 with trade-in.

Mr. Stewart reported the current fiscal year Capital Improvement Fund budget includes \$80,000 to replace three pick-up trucks in the Public Works Maintenance division. The state contract price for a 3/4 ton two wheel drive pick-up with limited slip is \$24,269 or

\$72,807 for three pick-ups. Mr. Stewart stated Bommarito Ford of Hazelwood will match the state contract and will provide a \$5,250 trade-in value for five vehicles for a net cost of \$67,557. Mr. Stewart explained, in light of Bommarito's proximity and the logistical benefits realized by both the acquisition and disposal of the vehicles locally, staff recommends purchase of the vehicles from Bommarito Ford of Hazelwood.

Mr. Aubuchon moved, seconded by Mrs. Stroker, to concur with the staff recommendation to purchase three 2019 Ford F-250 Supercab 4x2 short bed pick-up trucks from Bommarito Ford at a cost of \$67,557 with trade-in. The motion passed unanimously.

EDSTB DRAFT POLICIES Economic Developer David Cox reported staff recommends the adoption of policies and procedures for the Local Option Loan Fund.

Mr. Cox stated in 2007 Hazelwood began collecting a half cent Economic Development Sales tax. In 2008, City staff worked with the Economic Development Sales Tax Board (EDSTB) to create a loan program, the Local Option Loan Fund. Since that time the City has approved 14 loans, which have been reviewed by the EDSTB for their recommendation before going to City Council for consideration. Mr. Cox explained during the time the loan program has been in place, the board and City staff have learned a great deal about structuring loan agreements. There have been a number of unofficial policies and procedures adopted which are used by EDSTB when reviewing loan applications and structuring loan agreements. On February 1, the EDSTB reviewed all of the unofficial policies and have drafted Local Option Loan Fund Policies and Procedures for Council's consideration.

Mr. Zimmerman stated, if the Council wishes to move forward with adoption of the policies and procedures, a bill would be drafted.

Mr. Todd moved, seconded by Mrs. Hendon, to concur with the staff recommendation and direct staff to draft a bill for adoption of the policies and procedures. The motion passed unanimously.

CITY ATTORNEY'S REPORT - None

CITY CLERK'S REPORT - None

COMMISSION AND BOARD REPORTS Mr. Todd moved, seconded by Mrs. Hendon, to receive and file the minutes of the February 12 Architectural Board of Review meeting and the February 13 Community Enrichment Commission meeting. The motion passed unanimously.

NEW BUSINESS - None

COUNCIL MEETING

Mayor Robinson announced the next regular Council meeting will be held Wednesday, April 4, 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 8:03 p.m.

Matthew G. Robinson - Mayor
City of Hazelwood, Missouri

ATTEST:

Christine Thomas, CMC - City Clerk
City of Hazelwood, Missouri