

**CITY OF HAZELWOOD
REGULAR COUNCIL MEETING
JUNE 7, 2023**

CALL TO ORDER

A regular meeting of the Hazelwood City Council was called to order by Mayor Matthew G. Robinson at 6:33 p.m. on Wednesday, June 7, 2023 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:

Lisa M. Matlock
Robert C. Smith
Jen Hatton
William C. Hoops, Jr.
Robert M. Aubuchon
Don W. Ryan
Kelly Wadlow
Matthew G. Robinson

Councilman Warren H. Taylor was not present. City Clerk Julie Lowery declared a quorum was present. Also present were City Manager Matt Zimmerman and City Attorney Kevin O'Keefe.

AGENDA

There being no amendments proposed, Mr. Aubuchon moved, seconded by Ms. Wadlow, the adoption of the agenda as printed. The motion passed unanimously.

CONSENT AGENDA

Ms. Matlock moved, seconded by Mr. Smith, the adoption of the consent agenda as printed. The following vote was recorded on the motion:

AYE - 8

NAY - 0

Ms. Matlock
Mr. Smith
Mrs. Hatton
Mr. Hoops
Mr. Aubuchon
Mr. Ryan
Ms. Wadlow
Mayor Robinson

The motion passed unanimously and the consent agenda was adopted.

**APPROVAL OF
MINUTES**

Ms. Matlock moved, seconded by Mr. Smith, to approve the minutes of the May 10 Council Work session, May 17 regular and closed Council meetings as submitted. The motion passed unanimously.

SPECIAL ORDER OF BUSINESS

**EMPLOYEE
INTRODUCTIONS**

Fire Chief Dan Luley introduced newly promoted Assistant Fire Chief Joseph Kohnen and newly hired Firefighter/Paramedic Nick Sanchez.

Police Major Mark McKeon introduced newly promoted Police Department Office Manager Greg Viehman and full-time Police Records Clerk Sean Madden.

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.

No one came forward to address the Council.

PUBLIC HEARINGS

**SLUP PETITION
6105 DUNN ROAD**

Mayor Robinson called to order the public hearing to consider a Special Land Use Permit for a telecommunication transmission tower at 6105 Dunn Road.

Mr. Zimmerman stated the proposed telecommunication/transmission tower is located in a C-2 General Commercial District and is the site of Baywash self-service carwash. The petitioner has a ground lease for 2,500 square feet of the area, and the ownership of the property will not change. The pole will be 97' high with wireless communication equipment exposed at the top. The petitioner has proposed a 6' masonry wall instead of landscaping, which is staff's preference, as the wall would provide screening without the need for ongoing maintenance.

Jackson Gnaedinger with Celletive Solutions, representing the applicant, was present for questions. Mr. Gnaedinger gave a brief overview of the wireless communication process.

Mr. Smith asked how tall the perimeter fence will be.

Mr. Gnaedinger replied the diagram shows a five-foot brick façade fence.

Mr. Zimmerman stated per code requirements, the fence should be six-foot tall.

Ms. Wadlow asked Mr. Gnaedinger to explain turning off other towers.

Mr. Gnaedinger explained the maps show the different support structures and coverages of T-Mobile and after the new implementation, what the new support structure and coverage will look like when all other T-Mobile antennae are taken away.

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

Jim Bean of 4934 Heritage Heights Circle stated he is in favor of this project.

Clara Faatz of 8 Bon Vue Drive asked if existing towers will be removed or are they still needed.

Mr. Gnaedinger replied he is only here regarding the new tower application and other companies utilize the existing towers.

Vik-Thor Rose of 5037 Tulip Tree Lane asked where the tower would be positioned.

Mr. Zimmerman replied the tower would abut Howdershell Road.

Ms. Lowery read the City Plan Commission motion “to approve the petition for a Special Land Use Permit for a Telecommunication/Transmission Tower greater than 60 feet in height at 6105 Dunn Road, Ward 2, with the following conditions:

1. Final material for the masonry wall shall be subject to City Staff approval.
2. All accessory cabinets and equipment shall be installed within the walled area and shall not exceed the height of the wall.
3. All FAA and FCC requirements shall be met before a building permit is issued.”

She stated the motion passed unanimously.

Mr. Aubuchon moved, seconded by Mr. Ryan, to concur with the City Plan Commission recommendation to grant the Special Land Use Permit for a telecommunication transmission tower at 6105 Dunn Road 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.

SLUP PETITION	Mayor Robinson called to order the public hearing to consider
1125 HOWDERSHELL	a Special Land Use Permit for a vehicle service and repair facility at 1125 Howdershell Road.

Mr. Zimmerman stated the business would perform general vehicle and tire repair. There are no plans to alter the building. The operating hours will be 8:00 a.m. to 6:00 p.m.

Monday through Friday, and 9:00 a.m. to 4:00 p.m. on Saturdays. This business would be closed on Sunday.

Business owner Alexander McCallum was present for questions and gave a brief description of the business. Mr. McCallum stated the business would comply with all OSHA and EEOC standards.

Mr. Smith asked for clarification on the condition that vehicles without current license plates cannot be parked at the site, and asked if this will apply to temporary tags.

Mr. McCallum replied affirmatively.

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

Dr. Steve Rosenberger of 1133 Howdershell Road stated he is in favor of the project and welcomed Mr. McCallum to the neighborhood.

Mrs. Lowery read the City Plan Commission motion “to approve the petition for a Special Land Use Permit for a vehicle service and repair facility at 1125 Howdershell Road, Ward 7, with the following conditions:

1. Vehicles being repaired cannot remain on the property for more than a five-day period.
2. Vehicles without current license plates cannot be parked at the site.
3. Tires, vehicle parts, and vehicle wash supplies cannot be stored at any location on the exterior of the premises.”

She stated the motion passed unanimously.

Mr. Smith moved, seconded by Mr. Hoops, to concur with the City Plan Commission recommendation to grant the Special Land Use Permit for a vehicle service and repair facility at 1125 Howdershell Road 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.

PROPOSED F.Y.	Mayor Robinson called to order the public hearing to consider
BUDGET 2023-2024	the proposed budget for fiscal year 2023/2024.

Assistant City Manager-Finance Dave Tuberty gave an overview of the proposed budget.

The current fiscal year began with a General Fund balance of \$15.4 million and is expected to end with a balance of \$20.5 million. For fiscal year 2023/2024, the General Fund revenues are estimated at \$32.5 million and expenses are estimated at \$34.3 million, leaving a deficit of \$1.7 million. Fiscal year 2024 is expected to end with a balance of \$18.7 million. Stimulus monies from the American Rescue Plan Act (ARPA) have expired and will not recur in 2024. Revenue assumptions include 2.8% decreases in “B City” sales tax, a 0% change in “A City” (original City) sales tax, a 2.7% decrease in Park

and Storm water sales tax, a 0% change in property tax, a 6.6% decrease in Use Tax, and a 3.7% decrease in the Utility Franchise Fees. Personnel Assumptions for 2023/2024 include a 5% COLA and step raise for employees. Pension contributions increased by \$145,000, an increase of 10% in health and dental insurance, vision insurance will increase of 5%, and worker's compensation rate will increase 15%.

Economic Development Fund expenditure assumptions include \$1.4 million for local incentive programs; \$75,000 for City entrance signs; \$4.4 million for the Phantom Drive reconstruction, and \$138,500 for street maintenance. Fiscal year 2023/2024 is projected to end with a fund balance of \$1.2 million. The 2024 expenditures are \$2.5 million greater than 2023 due to the Phantom Drive project.

Capital Improvement Fund (CIP) projects include debt and lease payments of \$1 million, property acquisitions of \$435,000 and vehicle replacements of \$2.15 million. The CIP fiscal year 2024 is projected to end with a fund balance of \$114,345. Fiscal year 2023/2024 revenues are projected to decrease by \$40,000 due to the one-half cent sales tax, and \$1.8 million in loan proceeds for the purchase of a fire truck. Fiscal year 2023/2024 expenditures are projected to be \$2.7 million.

Sewer Lateral Fund revenues are expected to be \$140,000 for 2024. 2024 expenditures increased from 2023 to \$100,000. 2024 will show an ending fund balance of approximately \$501,446.

The Debt Service Fund includes the following debt: General Obligation Street Bonds, Cabela's Museum, Aquatic center, one leased fire truck, and City Hall window replacement. Principal and interest payments for fiscal year 2024 will be \$2.2 million, and the outstanding balance will be \$5.3 million.

Mr. Smith asked how many years it would take to pay off the fire truck and how much per year in payments.

Mr. Tuberty replied 10 years at \$140,000 per year.

Mr. Smith asked if the City should be paying down the loan due to the amount of surplus funding available.

Mr. Ryan stated those funds are only available due to ARPA monies received, and future budgets are unknown.

Regarding the Phantom Drive project, Kevin Foley of 5274 Ville Rosa Lane stated the soil nail wall has washed out and would like to know if the taxpayers are paying for the reconstruction.

Mr. Stewart replied the work taking place on Phantom Drive is paid for by the property owner and is not under a City contract.

Mr. Aubuchon moved, seconded by Mr. Hoops, to approve the fiscal year 2023-2024 budget 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.c.

COMMUNICATIONS

EWGCG BRIEFINGS	The May 11 issue of Briefings was received from the East-West Gateway Council of Governments.
--------------------	---

EWGCG BRIEFINGS	The May 18 issue of Briefings was received from the East-West Gateway Council of Governments.
--------------------	---

SLUP PETITION 6186 HOWDERSHELL	A petition for a Special Land Use Permit for a restaurant has been received from Dub Vision Investments, LLC d/b/a E's Spot Bar and Grill.
-----------------------------------	--

EWGCG BRIEFINGS	The May 25 issue of Briefings was received from the East-West Gateway Council of Governments.
--------------------	---

NCI APPRECIATION	A letter of appreciation for the City's support and sponsorship of the 46 th Annual Leadership Breakfast has been received from North County Inc.
------------------	--

EWGCG BRIEFINGS	The June 1 issue of Briefings was received from the East-West Gateway Council of Governments.
--------------------	---

Ms. Matlock moved, seconded by Mr. Smith, to refer the petition to the City Plan Commission and 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 July 12 work session agenda.
------------------------------	---

BOARD/COMMISSION APPOINTMENTS	Mayor Robinson made the following appointments: Board of Appeals, Elizabeth Lum; Neighborhood Watch Commission, Rachel Carron; and Community Enrichment Commission, Naomi Smith.
----------------------------------	--

Mayor Robinson also made the following reappointments: Parks and Recreation Board, Christopher Dopuch; Historic Preservation Commission, Dorothy Hitt; and City Plan Commission Mark Rodell.

Mr. Hoops moved, seconded by Mr. Smith, to approve the preceding appointments. The motion passed unanimously.

FIREWORKS Mr. Smith asked how the public is being notified of the fireworks resuming this year.

Assistant City Manager-Economic Development David Leezer replied social media, local media and electronic signage would notify the public.

Mr. Smith asked if a flyer would be produced for the media outlets.

Mr. Leezer replied affirmatively.

CITY MANAGER'S REPORT

EMPLOYEE PAY PLAN Mr. Zimmerman reported staff recommends an amendment to the current pay plan to incorporate a 5% Cost of Living Adjustment (COLA).

Mr. Zimmerman stated the amended pay plan includes a 5% COLA. In accordance with the pay plan rules, the number of steps would remain the same, with 4% between each step. Employees will receive a COLA increase at the start of the first full pay period on July 2. The budget also includes a step to be granted on an employee's anniversary date.

Mr. Hoops moved, seconded by Ms. Matlock, to concur with the staff recommendation to amend the current pay plan to incorporate a 5% Cost of Living Adjustment 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.d.

CONTRACT RENEWAL Mr. Zimmerman reported staff recommends approval of a one
DISPATCH SERVICES year extension with Central County Dispatch for fire dispatching services.

Mr. Zimmerman stated that in 2018 the Council approved a new contract with Central County Dispatch (CCD) for fire dispatching services. Chief Luley recommends the City stay with CCD. The CCD Board has authorized a one-year renewal at the same rate as for 2023, at \$.0375 per \$100 AV. If the Council decides not to renew, the City would have to bring dispatching in-house or contract another St. Louis County based agency. This would require new equipment.

Mr. Aubuchon moved, seconded by Mr. Smith, to concur with the staff recommendation to approve a one-year extension with Central County Dispatch for fire dispatching services. The motion passed unanimously.

F.Y. 2024 FUEL Director of Public Works David Stewart reported staff
PURCHASE recommends the purchase of gasoline and diesel fuel for City

vehicles and equipment for fiscal year 2024 from Energy Petroleum Company at a rate of \$.0475 per gallon for profit and delivery.

Mr. Stewart stated two bids were received. The lowest responsive bid is Energy Petroleum Company.

Mr. Aubuchon moved, seconded by Mr. Smith, to concur with the staff recommendation to authorize the purchase of gasoline and diesel fuel during fiscal year 2024 from Energy Petroleum Company at the rate of \$.0475 per gallon for profit and delivery. The motion passed unanimously.

CONTRACT STREET IMPROVEMENTS	Mr. Stewart reported staff recommends authorizing a contract with M & H Concrete Contractors, Inc., for the 2023 sidewalk and street improvements project at a cost not to exceed \$805,000.
------------------------------------	--

Mr. Stewart stated two bids were received for replacement of concrete street slabs, sidewalks and the asphalt parking lot behind Firehouse #2. M & H Concrete has satisfactorily performed this type of work for the City in the past.

Mr. Smith asked why the City is not making all necessary repairs when the money is available at this time.

Mr. Zimmerman replied that decision is at the discretion of the Council.

Mr. Smith stated he would like to a list of areas to receive improvements.

Mr. Stewart replied the list presented to the Council is for improvements at the reduced amount of \$805,000 and not at the bid rate of \$899,183.50.

Ms. Wadlow and Mr. Smith wished to know if residents would be notified when the improvements are made.

Mr. Stewart replied in the affirmative.

Mr. Aubuchon moved, seconded by Ms. Wadlow, to concur with the staff recommendation to authorize a contract with M & H Concrete Contractors, Inc., for the 2023 Concrete Improvements Project at a cost not to exceed \$805,000 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.e.

STREET SEALING CONTRACT	Mr. Stewart reported staff recommends authorization of a contract with Sweetens Concrete Services, LLC for joint and crack sealing of various city streets at a cost not to exceed \$200,000.
----------------------------	---

Mr. Stewart stated the current fiscal year capital budget includes \$200,000 to seal joints and cracks in concrete and asphalt city streets. This important maintenance procedure helps seal and preserve pavement to help avoid costly replacement of concrete panels or asphalt resurfacing. Of the two bids received Sweetens Concrete Services, LLC was the lowest, most responsive bidder. Mr. Stewart stated Sweetens Concrete Services, LLC has successfully completed other similar municipal projects.

Mr. Aubuchon moved, seconded by Mr. Smith, to concur with the staff recommendation to authorize the contract with Sweetens Concrete Services, LLC at a cost not to exceed \$200,000 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.f.

**REPORT ON ED
PROJECTS**

Mr. Leezer stated Council has requested a report on economic development projects.

Mr. Leezer stated the City has several incentive projects, including economic development loans, Chapter 100 tax abatement for building materials and equipment, and Chapter 353 real property tax abatement. Mr. Leezer gave an update on the following companies/projects: Aviator Business Park (Panattoni), Hazelwood Business Park, and Marson Foods, LLC.

CITY ATTORNEY'S REPORT – None

CITY CLERK'S REPORT – None

**COMMISSION AND
BOARD REPORTS**

Ms. Matlock moved, seconded by Mr. Smith, to receive and file the minutes of the April 13 City Plan Commission meeting. The motion passed unanimously.

NEW BUSINESS – None

INTRODUCTION AND FIRST READING OF BILLS

**SLUP
6105 DUNN ROAD**

Mayor Robinson called for the first reading of a bill to grant a Special Land Use Permit for a telecommunication transmission tower at 6105 Dunn Road.

There were no objections and Bill 5080 was read by title only:

AN ORDINANCE AUTHORIZING AND GRANTING A PERMANENT SPECIAL LAND USE PERMIT TO VB BTS II, LLC D/B/A VERTICAL BRIDGE FOR TELECOMMUNICATION/TRANSMISSION TOWER AT 6105 DUNN ROAD AND PROVIDING THE CONDITIONS OF SUCH USAGE.

Bill 5080 will be on the agenda for second reading on June 21.

SLUP
1125 HOWDERSHELL Mayor Robinson called for the first reading of a bill to grant
a Special Land Use Permit for a vehicle service and repair
facility at 1125 Howdershell Road.

There were no objections and Bill 5081 was read by title only:

**AN ORDINANCE AUTHORIZING AND GRANTING A PERMANENT SPECIAL LAND
USE PERMIT TO WHITE FLAG AUTOMOTIVE, LLC D/B/A WHITE FLAG AUTO
REPAIR FOR A VEHICLE SERVICE AND REPAIR FACILITY AT 1125
HOWDERSHELL ROAD AND PROVIDING THE CONDITIONS OF SUCH USAGE.**

Bill 5081 will be on the agenda for second reading on June 21.

F.Y. 2023/2024
BUDGET Mayor Robinson called for the first reading of a bill to approve
the fiscal year 2023/2024 budget.

There were no objections and Bill 5082 was read by title only:

**AN ORDINANCE APPROVING THE BUDGET OF THE CITY OF HAZELWOOD,
MISSOURI, FOR FISCAL YEAR 2023-2024 AND APPROPRIATING THE SUMS
CONTAINED THEREIN FOR THE PURPOSES AND OBJECTS THEREIN.**

Bill 5082 will be on the agenda for second reading on June 21.

AMEND EMPLOYEE
PAY SCHEDULE Mayor Robinson called for the first reading of a bill to amend
the employee pay schedule.

There were no objections and Bill 5083 was read by title only:

**AN ORDINANCE AMENDING ORDINANCE 4899-22, AND ADOPTING A NEW PAY
PLAN FOR THE 2023-2024 FISCAL YEAR FOR EMPLOYEES OF THE CITY OF
HAZELWOOD, MISSOURI.**

Bill 5083 will be on the agenda for second reading on June 21.

CONTRACT
CONCRETE
IMPROVEMENTS Mayor Robinson called for the first reading of a bill to authorize
a contract with M & H Concrete Contractors, Inc., for the 2023
concrete improvements project.

There were no objections and Bill 5084 was read by title only:

**AN ORDINANCE AUTHORIZING A CONTRACT WITH M & H CONCRETE
CONTRACTORS, INC., FOR THE 2023 CONCRETE IMPROVEMENTS PROJECT AT
A COST NOT TO EXCEED EIGHT HUNDRED FIVE THOUSAND DOLLARS
(\$805,000).**

Bill 5084 will be on the agenda for second reading on June 21.

CONTRACT JOINT AND CRACK SEALING	Mayor Robinson called for the first reading of a bill to authorize a contract with Sweetens Concrete Services, LLC for joint and crack sealing of various City streets.
--	---

There were no objections and Bill 5085 was read by title only:

AN ORDINANCE AUTHORIZING A CONTRACT WITH SWEETENS CONCRETE SERVICES, LLC FOR JOINT AND CRACK SEALING OF VARIOUS CITY STREETS AT A COST NOT TO EXCEED TWO HUNDRED THOUSAND DOLLARS (\$200,000).

Bill 5085 will be on the agenda for second reading on June 21.

SECOND READING OF BILLS AND ACTION ON BILLS

BILL 5079 ENDING COVID CRISIS	Mayor Robinson called for the second reading of Bill 5079 ending emergency measures enacted during the coronavirus pandemic crisis.
-------------------------------------	---

Mr. O'Keefe noted the Council has been provided with a revised bill in redline format, identified as Bill 5079.1.

Mr. Aubuchon moved, seconded by Mr. Hoops, to amend Bill 5079 by the text of Bill 5079.1. The motion passed unanimously.

There were no objections and Bill 5079, as amended, was read by title only:

AN ORDINANCE ENDING EMERGENCY MEASURES ENACTED DURING THE CORONOVIRUS PANDEMIC CRISIS.

Mr. Aubuchon moved, seconded by Mr. Hoops, the adoption of Bill 5079, as amended, as an ordinance. The following vote was recorded on the motion:

<u>AYE - 8</u>	<u>NAY - 0</u>
Ms. Matlock	
Mr. Smith	
Mrs. Hatton	
Mr. Hoops	
Mr. Aubuchon	
Mr. Ryan	
Ms. Wadlow	
Mayor Robinson	

Bill 5079, as amended, was unanimously adopted as Ordinance 4961-23.

MISCELLANEOUS BUSINESS AND ANNOUNCEMENTS

COUNCIL MEETING Mayor Robinson announced the next regular Council meeting will be held Wednesday, June 21, at 6:30 p.m. in the Council Chambers.

ADJOURNMENT There being no further business to come before the Council, the meeting was adjourned at 8:09 p.m.

Matthew G. Robinson - Mayor
City of Hazelwood, Missouri

ATTEST:

Julie Lowery, CMC - City Clerk
City of Hazelwood, Missouri