

Amended 10/24/91

MEMORANDUM

DATE: October 11, 1991

TO: Michael G. Herring, City Administrator

FROM: William C. Hawn, Director of Public Works/City Engineer 

RE: Minutes - Meeting Public Works/Parks Committee

A meeting of the Public Works/Parks Committee was held on October 10, 1991. Those in attendance included Councilmember Jade Bute, Chairperson, (Ward II), Councilmember Alan Politte (Ward III), Councilmember Linda Tilley (Ward IV), Councilmember Nancy Greenwood (Ward I), Mayor Jack Leonard, City Administrator Michael G. Herring, and Director of Public Works/City Engineer William C. Hawn. Also in attendance was Councilmember Susan Clarke (Ward II), Councilmember Dan Hurt (Ward III) and Ms. Vicky Neil, Recreation Activities Coordinator.

The following is a listing of those items discussed by the Committee at this meeting:

1. City Administrator Herring explained the Historical Committee's request for expense reimbursement. There was a motion to accept the reimbursement and it was passed unanimously. Mr. Herring also discussed the Historical Committee's calendar, and bids received for printing same. Plans are to print 1000 copies and sell them as was done last year. The low bid for printing the calendars was submitted by Design Graphics and totals \$3,381.50. The money will come from the funds raised by the Committee. Mr. Herring stated that official approval is not needed, but wanted the Committee to be aware that the total cost of printing these calendars would come from funds raised by this committee.

2. a. Councilmember Nancy Greenwood announced that the next meeting of the Chesterfield Citizens Committee for the Environment is November 7, at 7:30 PM. Councilmember Greenwood also stated that they did not participate in recent recycling at Chesterfield Mall. However, Mr. Herring pointed out the City did support waste reduction week and that Mayor Leonard had signed a proclamation.

b. City Administrator Herring noted that Chesterfield has made substantial progress in the volume of recyclables collected, as noted by information provided by Environmental Industries.

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c. City Administrator Herring explained that St. Louis County is putting the landfill user fee issue before the voters in November, and provided information to explain this issue.

d. Councilmember Susan Clarke distributed copies of a petition requesting to the City re-negotiate the City's Refuse Contract to provide two trash pickups for the same price as the current basic service (one trash and one recycling collection). Councilmember Clarke explained that the residents support recycling, but with only one trash pick up per week there are problems, in their opinion, with foul odor, flies and trash building up. Councilmember Bute informed the Committee that 350 people had signed a petition indicating they wanted curbside recycling to be available to all Chesterfield households under the April, 1991, trash-hauling contract now being negotiated by the City of Chesterfield. The petition specifically indicated that residents support a plan for one day per week trash collection and one day per week recycling collection. It was pointed out that re-negotiation of the contract would require Environmental Industries approval. There was no motion to accept Councilmember Clarke's recommendation, and the petition was taken as information, with no further action taken. (NOTE: The wording of this paragraph was amended, as shown, by the Committee 10/24/91.)

3. Director of Public Works Bill Hawn reviewed the Wilson Road Engineering Study proposal which was placed on hold at the last meeting. Councilmember Linda Tilley recommended that the Committee go ahead with the proposal and placed the issue of funding before the Committee. Mr. Hawn explained that the work to be done on Wilson Road would be minor road widening, re-alignment and replacement of the one-lane bridge to a new two-lane bridge. The goal is to make the road safer and easier to maintain. Councilmember Nancy Greenwood made a motion to fund the proposal with the interest from the Wilson Road Trust Fund and the remainder of the funds from contingency. Councilmember Linda Tilley seconded the motion and it passed unanimously. (\$12,178.34 Interest; \$10,521.66 Contingency).

4. Councilmember Alan Politte introduced Ms. Vicky Neil who has been selected as the City's Recreation Activities Coordinator. Ms. Neil addressed the Committee on her background and past experience. Mr. Herring indicated to the Committee that Ms. Neil would be working closely with the City Staff to develop the City's recreation program.

5. City Administrator Herring updated the Committee on the Parks & Recreation Study with Thalden Corporation. Mr. Herring requested direction and approval from the Committee, after a negotiated agreement has been finalized, to send the proposal directly to City Council. The motion passed unanimously.

6. City Administrator Herring has reviewed with Environmental Industries the proposal of twice a year bulky yard waste collection. Environmental is reviewing the issue and will develop a cost for this proposal. After January 1, 1992, compost will have to be in bio-degradable bags or bulk trash containers, which could be emptied into the collection trucks. Mr. Herring stated that Environmental Industries is doing a survey, but indicated that approximately 95% of its customers are recycling on a regular basis.

7. City Administrator Herring opened the discussion on the Highway Beautification Committee, stating that Councilmember Greenwood arranged a meeting with himself and Bill Kolath, Chairperson of this Committee. This program will address Route 40 (I-64) and portions of Olive/Clarkson. Mr. Herring distributed a proposed list of citizens to be members of this Highway Beautification Committee. There is also an individual with the Missouri State Highway Department who is willing to work with this Committee to help design a program. The Committee voted unanimously to authorize the establishment of this committee, and approved the members as proposed. Mr. Herring noted that additional members could be appointed, as deemed appropriate by City Council.

8. Councilmember Linda Tilley thanked the staff for the information outlining the issue of handicapped access to commercial areas which is enforceable through the Americans with Disabilities Act.

9. a. Director of Public Works Bill Hawn updated the Committee on the Chesterfield Valley Study proposal. This proposal has been sent to both the Chesterfield Valley Study Committee and the Public Works Citizens Advisory Group for review and discussion. Those meetings are scheduled for next week. The Public Works Citizens Advisory meeting is next Tuesday evening. The negotiated fee for Phase I - Feasibility is \$45,000.00.

b. Councilmember Bute informed the Committee the HBA has a concern with the City's major/minor residential street construction designations. Mr. Herring received a letter from the HBA, which indicated they would like an opportunity to discuss this matter with the City. Councilmember Linda Tilley made a motion to refer this matter to the Public Works Citizens Advisory Committee at their next meeting. Councilmember Alan Politte seconded the motion and was approved with a vote of 3-1. (Councilmember Greenwood voted "no".)

10. Director of Public Works Bill Hawn informed the Committee that Baxter Crossing Lane has met the City requirements for acceptance as a public street. Councilmember Linda Tilley motioned for acceptance of this street. Councilmember Nancy Greenwood seconded the motion and it passed unanimously. An ordinance will be developed by the City Attorney and submitted to City Council at the next meeting.

11. City Administrator Herring presented the 1992 Public Works Budget to the Committee for review and comment. Councilmember Nancy Greenwood had questions regarding the Hydrology and Hydraulics Software and what it would be used for in Administration and Engineering. Mr. Hawn explained that this was a program used to evaluate submittals for development. Many firms currently have this type of software and they would be able to submit their data in computer format such that we could correctly put it on our screen. As of this time each submittal is in longhand which takes about 4 hours per submittal.

Councilmember Alan Politte expressed a concern over the cost of out-of-town meetings. A suggestion for reducing this cost would be to limit the number of employees or councilmembers attending these meetings. There was a lengthy discussion on the number of major overnight meetings which should be attended per year. The discussion then moved to the new communication equipment proposed.

Councilmember Hurt questioned the request for vehicle maintenance software in the Vehicle Maintenance Department. Mr. Hawn explained that due to the volume of work being done, the paperwork that needs to be taken care of is posing a problem and is hard to keep up with. With the computer, inventory, maintenance of vehicles, etc. could be dealt with more effectively. After a lengthy discussion, there were still questions/concerns with regard to this proposal. Mr. Hawn suggested the Councilmembers look at the software program individually to get a better understanding of what is proposed. Mr. Hawn offered to provide a demonstration to all who are interested.

In the Street and Sewer Maintenance budget, Councilmember Alan Politte was unsure of what a "vibratory roller" was. Mr. Hawn explained that it was used for sidewalk and street work. As of this time, the department has only one, which has to be moved from location to location. Also questioned, was the request for a sod cutter. Mr. Hawn explained that when work is being done on sidewalks and drive approaches, this would eliminate tearing up resident's lawns. The sod cutter can rip up the sod in one piece, remove it while working, and then replace it when the work is finished. Mr. Herring pointed out that many requests contained in the budget were to upgrade our capabilities. In many instances, we have only one piece of equipment, needed by three different crews at the same time.

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Councilmember Nancy Greenwood motioned to generally approve the budget, but would like the Council as a whole to address some of the capital request items being questioned. Councilmember Alan Politte seconded the motion and it passed unanimously. Mr. Herring urged the Committee to discuss any questions/concerns with Staff, at the Committee member's convenience.

12. Councilmember Jade Bute announced the next meeting of the Public Works/Parks Committee would be Thursday, October 24th, at 5:30 PM.

13. There being no further business to discuss, the meeting was adjourned.