

**City of Wright City
Board of Aldermen Meeting Minutes
Thursday, December 13, 2012**

Signed in Attendance: Sarah Johnson from the Warren County Record.

Others in Attendance: Glenn Craig and Angie Craig and their Children, Mary and Jack Groeper, William "Bill" Groeper, and Joey Prenger.

City Official Attendance: Mayor Heiliger, Alderman Schuchmann, Alderman Rowden, Alderman Toothman, and Alderman Smith were present.

Staff and Others Present: Superintendent Larry Janish, City Clerk Christine Martin, City Attorney Paul Rost, Police Chief Doug Saulters, Treasurer/Economic Developer Karen Gironde, Park Board Director Curt Kehoe, Pastor Joe Purl and Police Officer Jim Hepperman.

Mayor Heiliger called the meeting to order at 6:30 pm

Roll Call

City Clerk Christine Martin called roll with Mayor Heiliger, Aldermen Schuchmann, Rowden, Toothman and Smith present. The City Clerk reported the Mayor and four (4) Board Members present.

Pledge of Allegiance

Bill Groeper led everyone in the Pledge of Allegiance

Meeting Minutes

Minutes from Board Meeting of November 15, 2012 - Alderman Toothman made a motion to approve the minutes from the Board of Alderman Meeting of November 15, 2012. Alderman Smith seconded it and the motion unanimously carried.

City Clerk Christine Martin explained that there was also a second version of the November 20th and 27th minutes.

Minutes from Special Board Meeting of November 20, 2012 - Alderman Schuchmann made a motion to approve the submitted version #2 of the minutes from the Special Board of Alderman Meeting of November 20, 2012. Alderman Toothman seconded it and the motion unanimously carried.

Minutes from Special Board Meeting of November 27, 2012 - Alderman Schuchmann made a motion to approve the submitted version #2 of the minutes from the Special Board of Alderman Meeting of November 27, 2012. Alderman Toothman seconded it and the motion unanimously carried.

Minutes from Special Board Meeting of December 11, 2012 - Alderman Toothman made a motion to approve the minutes from the Special Board of Alderman Meeting of December 11, 2012. Alderman Rowden seconded it and the motion unanimously carried.

Approval of Financial Reports – Alderman Schuchmann made a motion to accept the Financial Reports for November. Alderman Toothman seconded it and the motion unanimously carried.

Responses to previous comments/concerns - None

Open Meeting to public comments/concerns - None

Public Hearing - None

Recommendations from Planning & Zoning - None

Old Business

2013 Budget – Treasurer Karen Girondo said the amendments were made to the proposed 2013 Budget and as presented it is the way it was completed at the last budget meeting. Treasurer Karen Girondo also discussed the proposed Sewer Surcharge to cover debt service and said according to the City Attorney Paul Rost, the City will not be able to put a Sewer Surcharge on the Utility Bills, but said it can be an added sewer charge based on usage. City Attorney Paul Rost said there needs to be a 30 day notice in the paper prior to the Public Hearing which can be at the January 24th Board of Aldermen Meeting with the new charge going into effect on February 1st. The Board discussed a proposed sewer charge with higher rate for out-of-town users. Karen Girondo stated a resolution will be needed at the December 27, 2012 Board of Aldermen Meeting for approval of the 2012 Amended Budget and the 2013 Budget. She said resolutions will be drafted for the December 27th Board of Alderman Agenda. Alderman Schuchmann said he would like to see the added fee on the bills as a special line item on the bills.

Alderman Schuchmann made a motion to approve the 2013 Budget. Alderman Toothman seconded it and the motion unanimously carried.

Ethics Training - This item was tabled to the City Hall Report

New Business

Recognition Awards - Mayor Heiliger presented Glenn Craig with a Recognition Award for his heroic and honorable actions of saving the life of another person from a burning fire on August 28, 2011. Mr. Craig also received the Silver Medal of Valor for the heroic act which was presented to him by the Greater St. Louis Area Fire Chiefs Association.

Proclamation - Mayor Heiliger presented William “Bill” Groeper with a Proclamation honoring him for his many accomplishments and commitments he has made in the community over the past 60 years.

Utility Billing Adjustment Report - Alderman Schuchmann made a motion to accept the Utility Billing Adjustment Report. Alderman Smith seconded it and the motion unanimously carried.

Payment Agreement Status – Alderman Schuchmann made a motion to accept the Payment Agreement Status Report. Alderman Rowden seconded it and the motion unanimously carried.

Park Fees – Alderman Schuchmann explained that he noticed the fees for out-of-town rentals were only five dollars more than in-town rental fees and questioned whether it should be reviewed for a possible increase. Parks Director Curt Kehoe said he would like to review the fees and compare them to other communities' park fees and bring that information back to the Board.

Wells - City Superintendent Larry Janish explained that Well #5 on Highway 'H' is now in operation, Well #4 near Ameriwood is shut down due to sucking air and producing milky water. He said after shutting down Well #4, Well #3 on Westwoods Road went down. Larry Janish stated that Brotcke came out the same day called and only had to replace the motor. He said it should be back in operation by Monday. Larry Janish explained that Brotcke will come out another day and do a well test to try to determine what is wrong with Well #4.

City Email & Website – Treasurer Karen Girondo explained the problems with receiving email over the last week and was told by CBSI that it could be equipment error. Karen said they will be monitoring it over the next few weeks to determine if it is the network, an aging computer, or other hardware equipment causing the problem.

Utility Disconnect Hearing – Mayor Heiliger opened the Hearing. There were no questions or comments. Mayor Heiliger closed the Hearing. Alderman Schuchmann made a motion to proceed with Utility Disconnects per City ordinance. Alderman Toothman seconded it and the motion unanimously carried.

Employee Personnel Policy – Sick Leave Policy – Chief Saulters asked the Board to consider changing the sick leave policy by allowing carry over of sick leave from year to year, as it was not addressed in the Personnel Policy. He said it will help the employee if they have a major illness if they are allowed to accrue their sick leave from year to year. City Clerk Christine Martin stated that the Personnel Policy – Sick Leave Policy does not address roll-over of sick leave, but it had always been a policy of the City. Karen Girondo said it was voted on at a Board meeting. The Board agreed to discuss amending the Personnel Policy for maximum sick leave accrual and an increase in sick leave accrual after the first of the year. Alderman Rowden made a motion to approve the carry over of sick leave from 2012 to 2013. Alderman Smith seconded it and the motion unanimously carried.

Ordinance/Resolutions

Bill #47-12 ORDINANCE – AN ORDINANCE AMENDING CHAPTER 502 OF THE MUNICIPAL CODE OF THE CITY OF WRIGHT CITY, MISSOURI, PERTAINING TO OCCUPANCY PERMITS AND FEES, Alderman Smith made a motion to read Bill #47-12 a second time by title. Alderman Toothman seconded it and the motion unanimously carried. After the second reading, Alderman Toothman moved that Bill #47-12 be placed upon final passage. Alderman Smith seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #47-12 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	Yea
Alderman Toothman	Yea	Alderman Rowden	Yea

The Bill having the majority vote of the members present was adopted. Said Bill was thereupon presented to the Mayor and President of the Board for their signatures and approval and then duly signed and becomes Ordinance #776 of the City of Wright City, Missouri.

Bill #49-12 ORDINANCE – AN ORDINANCE AMENDING CHAPTER 320 OF THE MUNICIPAL CODE OF THE CITY OF WRIGHT CITY, MISSOURI, PERTAINING TO SPEED REGULATIONS, Alderman Toothman made a motion to read Bill #49-12 a second time by title. Alderman Schuchmann seconded it and the motion unanimously carried. After the second reading, Alderman Schuchmann moved that Bill #49-12 be placed upon final passage. Alderman Rowden seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #49-12 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	Yea
Alderman Toothman	Yea	Alderman Rowden	Yea

The Bill having the majority vote of the members present was adopted. Said Bill was thereupon presented to the Mayor and President of the Board for their signatures and approval and then duly signed and becomes Ordinance #777 of the City of Wright City, Missouri.

Bill #50-12 ORDINANCE – AN ORDINANCE ADDING A NEW STREET TO SCHEDULE I OF CHAPTER 320 OF TITLE III OF THE WRIGHT CITY, MISSOURI MUNICIPAL CITY CODE PROVIDING FOR THE SPEED LIMIT ON HICKORY TRAILS DRIVE, Alderman Toothman made a motion to read Bill #50-12 a second time by title. Alderman Schuchmann made a motion to amend the Bill to correct the street name in the ordinance to Hickory Trails Drive from Quail Creek. Alderman Smith seconded the amended motion and the motion unanimously carried. After the second reading, Alderman Schuchmann moved that the amended Bill #50-12 be placed upon final passage. Alderman Toothman seconded it and the motion unanimously carried. Mayor Heiliger then put the question

“Shall Bill #50-12 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	Yea
Alderman Toothman	Yea	Alderman Rowden	Yea

The Bill having the majority vote of the members present was adopted. Said Bill was thereupon presented to the Mayor and President of the Board for their signatures and approval and then duly signed and becomes Ordinance #778 of the City of Wright City, Missouri.

Reports

Park – Park Director Curt Kehoe gave report. Curt thanked everyone for helping with the Christmas Parade and making it a success, as it was the largest parade ever. Curt said he is currently working with the Girl Scouts on their Bronze Star Award Project which will include obtaining, planting, and maintaining new trees for the City’s Parks. For their Bronze Star Award Project, the Girl Scouts will be required to help maintain the trees for two (2) years. He said there will be a listening post held by Senator Roy Blunt’s office on Tuesday, December 18th in the “Wil Heiliger” Building from 10:30 am to 11:30 am and the rep will also speak at the Chamber Luncheon on that day. The Warren County “Girl Scout Cookie Training” will be held in the “Wil Heiliger” Building. Curt said his department is preparing for the 2013 ball season and held their first rules meeting last night. He announced that Winter Farmer’s Market has not been well attended and it may be discontinued for 2013. A DNR Waste Water Class will be hosted on January 29th at the “Wil Heiliger” Building. Bi-monthly Art Classes will be held starting in January for adults and kids. The kids will start in January 2013 and it will be held twice a month. Guest Artists will be teaching the classes and there will be a fee for attending it.

Public Works - Superintendent Larry Janish gave report to the Board and stated they have started construction of the Gettysburg Common Plat 2 sewer line and will work on putting in the roadway sometime next week. He stated if the Board does not have a problem he will hire Cochran Engineering at \$100 per hour to oversee the road specifications for compaction and concrete cylinders pound per square inch break test.

Building Official – Superintendent Larry Janish provided the Board with report on new home building permits issued, which were nineteen (19) year to date. Other permits issued were for one (1) sign, two (2) mobile homes, and eight (8) occupancy inspections (6 were residential and 2 were commercial). There were fourteen (14) violations for which the properties were notified.

Police – Chief Saulters gave report to the Board. He stated they have had 904 calls for service with 36 incident reports handled. He discussed search warrants executed within the last two (2) weeks. One (1) was on Appaloosa for a homemade meth lab and the other was in the Shires Subdivision. Another homemade meth lab was found last night in one of the mobile home parks in the City.

Chief Saulters said Sgt. Bernard may be returning to work on Monday, December 17, 2012. Chief Saulters asked the Board for approval to appoint Christopher Komasinski as a Police Reserve before hiring him as a part-time officer. He has the Missouri State

Police Certification and is a certified Paramedic. Mayor Heiliger made a recommendation based on Chief Saulter's recommendation to appoint Christopher Komaskinski as a Reserve Officer. Alderman Schuchmann made a motion to accept Mayor Heiliger's recommendation based on Chief Saulter's recommendation to appoint Christopher Komaskinski as a Reserve Officer. Alderman Rowden seconded it and the motion unanimously carried.

Chief Saulters mentioned a letter from Matthew Eskew asking for the City to provide monies for a retirement plan in lieu of the City paying for his health insurance. He stated that the City of Warrenton has offered this to their employees. Karen said it is an IRS issue. The Board asked for time to research it.

Chief Saulters said Pastor Purl attended a free training in St. Louis in regards to Police Chaplains. He said it was good training and they would add his name to the list for future training. He said Pastor Purl talked to a lady from his old department in Panama City, Florida, regarding surplus police property they have that the City may be able to get. Some of the items are computer notebooks for the cars and possibly a couple of cars.

City Hall – City Clerk Christine Martin gave report to the Board. Pending Business Licenses were Angela Lorraine to open a resale shop at 10 Wildcat Center, Suite A, and Dave Bross Contracting Services to open at 77 Roelker Road, and Brian Anthony Reimers for a Home Occupation for 42 Appaloosa Way. Business Licenses issued were Lorie Miller, Flooring Business at 409 Warren Avenue. Business License Renewals went out the last week of November. City Clerk Christine Martin reminded the Mayor and Board of the Ethics Training the City of Warrenton is hosting for elected officials. They would like to know who will attend by January 4th. They will need at least 20 people to commit before a date will be given for the class. Service Master's Rep Glenn Beaubien visited on Wednesday Morning. He went over the agreement the City had with them and will be contacting the City Clerk to schedule a walk-through of the three (3) facilities we have registered with them to help identify any problem areas. City Clerk Christine Martin announced the Employee's Christmas Party was on December 21, 2012, at 11:30 am. The Mayor, Board and City Attorney were all invited to attend.

Treasurer/Economic Development – Treasurer Karen Gironde gave report to the Board. She will start working on the 2012 Budget Amendment and will email it to the Mayor and Board before December 27th. She said Robert Manzke with MoDOT was here for a meeting to close out the Enhancement Grant for the Overpass Beautification Project. Karen submitted a spreadsheet to the Mayor and Board on the projects submitted for Wright City through the Greater Warren County EDC. She attended the Booneslick Regional Planning Commission's Annual Meeting last Thursday so missed the Christmas Parade. She said the area is growing, the employment figures are looking better, and per capita income is up.

Review/Approval of Bills

Alderman Smith made a motion to approve the Bills. Alderman Toothman seconded it and the motion unanimously carried.

Final Questions – Chief Saulters suggested that the City update the Website. Mr. Joey Prenger of Lake St. Louis was present and asked about the possibility of putting in inside storage units on Hat Trick Lane and the Board advised him to attend a Planning & Zoning

meeting and to present a site plan for their review. Economic Developer Karen Girondo advised Mr. Prenger that if the business was going to be outside storage it would then require a Conditional Use Permit.

With no further Business, Alderman Schuchmann made a motion to adjourn at 8:00 pm. Alderman Rowden seconded it and the motion unanimously carried.

Approved _____

Attested _____