

**City of Wright City  
Board of Aldermen Meeting Minutes  
Thursday, October 20, 2016**

**Signed in Attendance:** Zachary B. Summers and Brandon Kurtz of Lewis Bade were present.

**City Official Attendance:** Mayor Heiliger, Aldermen O'Connor, Rowden, Dixon, and Toothman were present.

**Staff and Others Present:** City Clerk Christine Martin, Treasurer Karen Gironde, City Attorney Paul Rost, Chaplin Joe Purl, Police Chief Matthew Eskew, Kenny Robinett, Park Director Curt Kehoe and 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 Dixon, O'Connor, Rowden, and Toothman present. The City Clerk reported the Mayor and four (4) Board Members present.

**Pledge of Allegiance**

Kenny Robinett led everyone in the Pledge of Allegiance.

**Approval of Minutes**

**Minutes from Board Meeting of September 22, 2016** – Alderman Toothman made a motion to approve the minutes from the Board of Aldermen Meeting of September 22, 2016. Alderman Dixon seconded it and the motion unanimously carried.

**Minutes from Special Board Meeting of September 22, 2016** – Alderman Toothman made a motion to approve the minutes from the Special Board of Aldermen Meeting of September 22, 2016. Alderman O'Connor seconded it and the motion unanimously carried.

**Approval of Financial Reports – September** – Alderman Rowden made a motion to approve the September Financial Reports. Alderman Toothman seconded it and the motion unanimously carried.

**Responses to previous comments/concerns – None**

**Open meeting to public comments/concerns – None**

**Public Hearings – None**

**Recommendations from Planning & Zoning - None**

## **Old Business**

**Wischmeyer Property – Lot 33 Forest Lake** – Brandon of Lewis-Bade was present. He and City Attorney Paul Rost explained they made contact with the other three (3) property owners and Mr. Schuchmann did not like the plan due to some landscaping he had and wanted the plan revised to include a particular area. Paul Rost stated he will talk to him next week and will check with the Wischmeyers to see if they are ready. If there is no response from Mr. Schuchmann they will proceed with the boundary adjustment for the Wischmeyers. The Board discussed the situation and decided to go ahead and proceed with the Wischmeyer property adjustment. Alderman Rowden made a motion to authorize Lewis-Bade to prepare the legal description for boundary adjustment for the Wischmeyer property as discussed. Alderman O'Connor seconded it and the motion unanimously carried. City Attorney Paul Rost stated when he gets the legal description he would prepare the necessary document.

**High Water Bill/Payment Agreement Request – Account #201040002** – Mr. Zach Summers of 222 Red Leaf Way was present regarding his high water bill. He stated he found it was some children playing in the area that turned his water on and he was not aware of it at the time. Mr. Summers stated he had not heard back from any of the agencies yet. Alderman Toothman made a motion to approve the payment agreement of \$25.00 every two (2) weeks plus the regular monthly bill. Alderman Dixon seconded it and the motion unanimously carried. Alderman O'Connor made a motion to approve waiving the penalty as long as the payments for the payment agreement are made on time. Alderman Toothman seconded it and the motion unanimously carried.

## **New Business**

**Request for Special Permit – Support Wright City Schools** – Austin Jones was present to request a Special Permit in support of Proposition 'K'. He said students will be at the 4-way intersections waiving signs in support of Proposition 'K'. He asked the Board for consideration in waiving the insurance requirement. Alderman Dixon made a motion to approve the Special Permit and to waive the insurance requirement. Alderman Toothman seconded it and the motion unanimously carried.

**Police K-9 Program** – Chief Eskew stated Brad Schuster of First State Community Bank presented them with a \$300 donation check for their K-9 program at the last meeting.

**Request for Sewer Adjustment – Account #200335001** – Alderman Rowden made a motion to adjust the sewer bill to what a normal sewer bill would be the resident. Alderman Toothman seconded it and the motion unanimously carried.

**Request for UB Adjustment – Account #400004001** – Alderman Rowden made a motion to approve the adjustment as requested. Alderman Dixon seconded it and the motion unanimously carried.

**UB Payment Agreement Request – Account #10051108** – Alderman Toothman made a motion to approve the payment agreement. Alderman Rowden seconded it and the motion unanimously carried.

**UB Payment Agreement Status Report** – Alderman Toothman made a motion to accept the report. Alderman O’Connor seconded it and the motion unanimously carried.

**Business License Late Fees** – City Clerk Christine Martin explained that the City has been charging \$25.00 for delinquent license fees and that recently the Missouri Statue had changed allowing five (5) percent per month if renewed after February 1<sup>st</sup> of any year, not to exceed 25 percent which would be \$12.50 since the Business License Fee is \$50. There is an ordinance on the agenda to make the change to the City’s Municipal Code.

**Sewer Tap Fees** – Treasurer Karen Girondo discussed a proposed change to the City Municipal Code allowing a discount to builders for the purchase of sewer tap fees if they purchase them in lots of ten (10). Karen said if approved the City will have an ordinance drawn up. Alderman Rowden made a motion to adjust the code to allow for a discount if ten (10) sewer taps are bought, or the builder will pay the additional fees. Alderman Toothman seconded it and the motion unanimously carried.

**TAP** – Treasurer Karen Girondo submitted the construction fees for the proposed sidewalk grant. She discussed waiting another year due to the current budget and unforeseen expenses that may arise due to the City Hall/Police/Park Project. The Board decided to drop the proposed TAP projects and not apply for the grant this year.

**I-70 DARE Car Show Check Presentation** – Mayor Heiliger presented a check in the amount of \$653 to Chief Eskew for proceeds from the DARE Car Show held at I-70 Motor Sports.

**Ordinance/Resolutions**

**Bill #33-16 Ordinance** – AN ORDINANCE ACCEPTING THE RECORD PLAT OF “GETTYSBURG COMMS, PLAT THREE” BY THE CITY OF WRIGHT CITY, MISSOURI. Alderman Rowden made a motion to read Bill #33-16 a second time by title. Alderman O’Connor seconded it and the motion unanimously carried. After the second reading, Alderman Rowden moved that Bill #33-16 be placed upon final passage. Alderman O’Connor seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #33-16 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Dixon	Yea	Alderman Rowden	Yea
Alderman O’Connor	Yea	Alderman Toothman	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 #894 of the City of Wright City, Missouri.

**Bill #34-16 Ordinance** – AN ORDINANCE ACCEPTING PORTIONS OF CERTAIN STREETS; ACCEPTING CERTAIN WATER LINES, SEWER LINES AND EASEMENTS AS SHOWN ON THE SUBDIVISION PLAT OF “GETTYSBURG COMMONS, PLAT THREE” BY THE CITY OF WRIGHT CITY, MISSOURI. Alderman Toothman made a

motion to read Bill #34-16 a second time by title. Alderman Dixon seconded it and the motion unanimously carried. After the second reading, Alderman Toothman moved that Bill #34-16 be placed upon final passage. Alderman Dixon seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #34-16 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Dixon	Yea	Alderman Rowden	Yea
Alderman O’Connor	Yea	Alderman Toothman	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 #895 of the City of Wright City, Missouri.

**Bill #35-16 Ordinance** – AN ORDINANCE AMENDING SECTIONS 615.100 AND 615.160 OF CHAPTER 615 “BUSINESS AND OCCUPATION,” OF THE WRIGHT CITY MUNICIPAL CODE RELATING TO BUSINESS LICENSES. Alderman Rowden made a motion to read Bill #35-16 a second time by title. Alderman O’Connor seconded it and the motion unanimously carried. After the second reading, Alderman Rowden moved that Bill #35-16 be placed upon final passage. Alderman O’Connor seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #35-16 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Dixon	Yea	Alderman Rowden	Yea
Alderman O’Connor	Yea	Alderman Toothman	Yea

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**Reports**

**Park** – Curt Kehoe was present and reported to the Board. The Youth Fall Ball Leagues are finished up and all of the games are in. He said Steve Wilding is working on building up the area at the southeast corner of Diekroeger Park due to the flood received during the Strassenbash Event. After the area is built up, there will be two more Eagle Scout Projects to plant a tree and landscaping at Diekroeger Park and building some benches for the Basketball Court at Ruge Park. Trunk or Treat will be October 31<sup>st</sup> at Diekroeger Park from 6 pm to 8 pm. The Christmas Parade will be on December 1<sup>st</sup> from 6 pm to 8 pm. On December 3<sup>rd</sup> there will be Breakfast with Santa from 8:30 to 11:30 am and the Ugly Sweater 5k Run with registration at 8:30 am. Curt said the Wil Heiliger Building is being used monthly by the Municipal Court, Girl and Boy Scout Troops, Warren County Optimist Club, CCAC, Warren County Ambulance District, Durham Bus, EDC Meetings, Wright City Chamber, Missouri Foster Care, and for Project Graduation. Alderman asked Curt about repairing the City Hall Flag Pole. Curt stated he will get it fixed. Mayor Heiliger stated he will check on a bucket truck to get the flag pole repaired.

**Public Works** – Kenny Robinett reported to the Board. He said the Truck Route signs were put up and the arrows are painted on the road. Bids were published this week for concrete slab replacement in a few of the subdivisions and they will be opened on

November 2<sup>nd</sup>. Bids on a garage building were published this week also and will be opened on November 3<sup>rd</sup>.

**Police** – Police Chief Eskew was present. He reported they had 1,251 calls for service, with 61 incident reports since the last meeting. Some reports included traffic arrests, disorderly conduct, stealing, and harassment, possession of a controlled substance, recovered stolen vehicle, burglary, assault, domestic assault 1<sup>st</sup>, and child abuse.

The Criminal Investigation Division has cleared their caseloads for the serial burglar in the Kerland Subdivision area and is just waiting for testing to come back from the crime labs. Chief discussed a 2014 case where close to \$16,000 was seized and proceeds regulated through the State from the seizure will be distributed to Wright City School District. Chief will have a quote on the next agenda for some computer equipment.

**City Hall** – City Clerk Christine Martin went over her report on business licenses with the Board and stated there was still one delinquent business license. A summons was issued. The business owner did not show up for Court held and if doesn't show up for court held on November 9<sup>th</sup>, a Warrant will be issued for his arrest. City Clerk Christine Martin stated she was able to contact him to notify him to make him aware. She will be starting 2017 Business License Renewals next month and is the reason the ordinance was needed.

**Cemetery** – There will be a burial on last Friday for Emily Rufkahr through Pitman Funeral Home. She also is doing some research on space available for Doris English that will be coming from Pennsylvania. She had a family in that will have three (3) urn burials and asked the Board for consideration since two of the urns will be in one (1) grave. Alderman Rowden made a motion to waive the fee of \$300 for burial of three (3) urns and only charge \$200. Alderman Toothman seconded it and the motion unanimously.

**MCHCP** – 2017 Employee Open Enrollment Deadline – Forms are due in next week and almost all of the forms have been turned in.

**Bids** – City Clerk Christine Martin stated she prepared the bids for Public Works and both bids went to the paper.

**Training** – City Clerk Christine Martin stated she is still working with Denise on Personnel and HR and sat in on a LAGERS Webinar last Wednesday.

**Treasurer/Economic Development** – Treasurer Karen Gironde reported to the Board. She stated the City is not going to meet budget for end-of-year projections for General Fund. She said the main reason for that is being short on Court fines. Sales Tax has kind of rebounded and she feels the City will make budget on those figures. She is working on all of the Department Heads and should be getting budgets together in the next week or so.

**Sidewalk Project** – Karen stated they did have a hearing on the Condemnation regarding the easements and Commissioners were appointed by the Judge and plan to have a hearing after all parties are notified. It should be held during the 1<sup>st</sup> week of November. The Commissioners that were picked to set a price for the easement are Warren Wobbe, Michelle Prior, and Roger Held.

**Meetings** – Karen attended the BRPC Meeting at the end of September, and the Greater Warren County EDC on September 27<sup>th</sup>. The Grand Opening for EPC is coming up and will most likely be towards the end of November.

**Setbacks** – A spreadsheet was sent out to Planning & Zoning and the Board with the setbacks for other cities.

**FLSA Law** – Karen stated something has to be done with that by the deadline of December 1<sup>st</sup>.

Municipal Project – JEMA is coming out on the morning of November 7<sup>th</sup>, and the Chief already has a copy of his floor design for the Police Department. The City will have a plan to review on the night of the Workshop on November 7<sup>th</sup>.

Karen stated she will not be at the next Board Meeting due to the MEDC Conference in Columbia, but will have a report in the packet.

**Review/Approval of Bills** – Alderman Toothman made a motion to approve the Bills. Alderman Dixon seconded it and the motion unanimously carried.

**Final Questions** – Alysa Kaelin was present to discuss her high water bill in the amount of \$441.15 just since last month. She stated she had a leak in her toilet for over a year and the landlord just finally made the repairs. Karen Gironde stated this past billing was for an additional ten (10) days. Ms. Kaelin stated the City came out and checked the meter. Kenny Robinett stated the meter was turning slow, but can add up running 24 hours a day. Alderman Rowden asked Kenny Robinett to check the meter again. Ms. Kaelin was asked to come in on Friday to fill out a payment agreement.

Mayor asked some of the Board members if they could show up with some candy at Trunk or Treat on October 31<sup>st</sup>.

**Vote to go to Closed Session - Executive Session** - Alderman O’Connor made a motion to come out of regular session and go into an executive session to discuss business for the purpose of dealing with matters relating to one or more of the following; Legal actions, causes of action, litigation or privileged communications between the City’s representatives and its attorney (610.021(1)); and hiring, firing, disciplining or promoting employees (610.021(3)). Alderman Toothman seconded it and roll call was taken:

Alderman Dixon	Yea	Alderman Rowden	Yea
Alderman O’Connor	Yea	Alderman Toothman	Yea

The motion carried.

Alderman Rowden made a motion to come out of executive session and go into regular session. Alderman O’Connor seconded it and roll call was taken:

Alderman Dixon	Yea	Alderman Rowden	Yea
Alderman O’Connor	Yea	Alderman Toothman	Yea

The motion carried.

**Adjournment** – Alderman Dixon made the motion to adjourn the meeting at 8:30 pm. Alderman O’Connor seconded it and the motion unanimously carried.

Approved \_\_\_\_\_

Attested \_\_\_\_\_