

City of Wright City
Board of Aldermen Meeting
Thursday, January 13, 2011, 6:30 pm

Signed in Attendance: Timothy Reynolds, Nancy Huster, Stacey Robertson, Tony Midiri, Tim Schmidt, Michael L. Smith, and Billy Johns.

City Official attendance: Mayor Heiliger, Alderman Black, Alderman Toothman, Alderman Schuchmann and Alderman Reynolds were present.

Staff and Others: City Clerk Christine Martin, Superintendent Larry Janish, Economic Developer/Treasurer Karen Gironde, Interim Police Chief Gary Sweaney, Police Detective Jeffrey Scanlon and City Attorney Josh Payton of Cunningham, Vogel & Rost.

Call Meeting to Order

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

Roll Call

City Clerk Christine Martin called roll with Mayor Heiliger, Aldermen Black, Schuchmann, Reynolds and Toothman present. The City Clerk reported the Mayor and four Board Members present.

Pledge of Allegiance

Mr. Tim Schmidt of Warren County Record led everyone in the Pledge of Allegiance.

Meeting Minutes

Approval of Minutes from the Board Meeting of December 28, 2010 – Alderman Schuchmann made a motion to approve the Minutes from the Board Meeting of December 28, 2010. Alderman Reynolds seconded it and the motion unanimously carried.

Approval of Minutes from the Special Board Meeting of January 3, 2011 – Alderman Schuchmann made a motion to approve of the Minutes from the Special Board Meeting of January 3, 2011. Alderman Reynolds seconded the motion. Alderman Black abstained. The motion unanimously carried.

Approval of Minutes from the Workshop of January 3, 2011 – Alderman Schuchmann made a motion to approve the Minutes from the Workshop of January 3, 2011. Alderman Reynolds seconded the motion. Alderman Black abstained. The motion unanimously carried.

Responses to previous comments/concerns - None

Open meeting to public comments/concerns – Nancy Huster commented that the City Hall flag is tattered and needs repair. Curt answered that it will be taken care of when the flag pole is repaired. He stated when he gets the part the Fire Department has already offered to use their ladder truck to fix the flagpole.

Public Hearing - None

Old Business - None

New Business

Business License – “The Fight Factory” Fitness Center, 275 W.N. Service Road – Stacey Robertson was present to explain the business is a new start-up business. She stated they will have boxing, MMA kick boxing and some grappling. It will be a fitness center and they will also have other classes. Alderman Toothman asked how many kids there will be. Stacey said they have a 2,000 square foot area to work in and the number of kids will depend on what the Fire Department will allow for occupancy in the building. Alderman Toothman made a motion to approve the business license to Stacey Robertson for the fitness business operation. Alderman Reynolds seconded it and the motion unanimously carried.

Business License, BNE Pallet Recycling Corporation, 305 E.S. First Street – Mr. Bill Johns of BNE Pallet Recycling was present to explain their operation. Alderman Schuchmann asked Mr. Johns if he was one of the owners for the business and he said he is an owner. Mr. Johns admitted there was a lot of scrap in the building that they have been cleaning it up for the landlord for about a month now. Alderman Schuchmann asked Mr. Johns how long they’ve been operating a business at this location and Mr. Johns said they have produced a few pallets. Alderman Schuchmann asked Mr. Johns why they had not come in before now to get a Business License since they have been operating there. Mr. Johns said the reason is there was some confusion when they moved from one building to another. He said they did have a location down the road outside of the City, one in Illinois and one in Tennessee. He said he was not familiar with how everything was supposed to be working with permits. Alderman Toothman asked how many employees they have and Mr. Johns said they have between five to ten employees, but the number depends on if they get any of the recycling grants applied for and stated they had applied for a contract for the Missouri University at Mizzou to power their plant with wood chips like a bio mass, but said they will ask for permission if there is a change in their present operation. Mr. Schuchmann asked who is responsible for getting the electrical and plumbing up to code in the building. Mr. Johns stated it will be Manchester Investors. He said if they have to hurry up and get it done, their company will help. Mr. Johns said they have a one-year contract with Coca-Cola. Alderman Schuchmann asked Mr. Johns if he was aware the building had major deficiencies. Mr. Johns said he was not aware of any major deficiencies. Alderman Schuchmann said although the City welcomes new business to town, there is a procedure of applying for a business license and an occupancy inspection which neither one had been done properly. Mr. Johns apologized for causing any inconvenience. Alderman Schuchmann said with the deficiencies, it will be up to the Building Inspector and most likely will not be allowed to occupy the building tomorrow with the restrooms not being operable. Mr. Johns stated he was not aware of the situation with the restrooms. Alderman Toothman said the City could not allow them to operate without a restroom. Alderman Schuchmann made a motion to postpone the matter until the Board gets report back from the Building Inspector and

said the building Inspector will be in touch with them the next morning. Alderman Black seconded it and the motion unanimously carried.

2011 Trash Bids - City Clerk Christine Martin opened the Trash Bids received and stated bids were received from Christian Environmental Services, On-The-Go, Inc., Wilson Waste Systems, and Waste Management. Alderman Schuchmann made a motion for City Staff to review the 2011 Trash Bids and report back at the next regular Board Meeting. Alderman Reynolds seconded it and the motion unanimously carried. Alderman Schuchman said the information will be available if requested.

Enhancement Grant – Economic Developer Karen Girondo said everyone should have a letter from Bob Manske of MODOT stating the City has been awarded the Enhancement Grant applied for in December. Karen said this is the fastest she has ever seen a grant awarded. She is going to attend some mandatory training on January 28th related to the grant and they want the engineering firm that is doing the design work picked during the month of February. The design will be done by the end of the year with construction being completed in 2012. MODOT has a website and the documents will go onto that website which satisfies the advertising requirements of the grant. It does not cost to put it on the website. In February the requests for qualifications are due back the day before the first Board meeting, which would give two weeks to review and appoint a firm the second week of February. The City received the full \$200,000 requested for the sidewalks and lighting that the downtown merchants requested.

Facebook Page for City & Parks - Karen Girondo said a Facebook friend complimented the City on the lights and sidewalks constructed from Economy to Diekroeger Park. She said more and more people are using social media. The Wright City School puts out a bulletin every morning on ball games, on what is happening at the schools, etc. Karen said one of the Ladies attending the Parks Aerobics class put it on Facebook and several other ladies she knew then signed up. She asked permission to use Facebook for the City and for Parks. Aldermen Toothman and Schuchmann both agreed it was a good idea.

City Hall Flagpole Repair - Curt Kehoe explained that the flagpole was in need of repair and that the part needed is a truck assembly, which allows lowering and raising of the flag. The cost for each truck assembly is under \$50. He said he also may need the same part for the Ruge Park Flagpole. He said the Fire Department volunteered to use their ladder truck to fix the Flagpole

Kerland Water Project – Request to Proceed - Superintendent Larry Janish said he met with the engineers for the Kerland Water Line Project. Larry explained the water line project will be from Third and Kerland east to Northgate, all of Midland and South Circle Drive. Larry said the plans are in Karen's office if anyone would like to review them. Alderman Schuchmann made a motion to put the project out for bid. Alderman Reynolds seconded it and the motion unanimously carried.

Utilities Payment Agreement Request – 400154005 – Alderman Schuchmann corrected the Agenda by stating it should be a refund request. City Clerk Christine Martin agreed it is a refund. Alderman Schuchmann made a motion to approve the refund to the customer. Alderman Black seconded it and the motion unanimously carried.

Utilities Payment Agreement Request – 300110002 – Alderman Schuchmann made a motion to approve Utilities Payment Agreement Request. Alderman Black seconded it and the motion unanimously carried.

Utilities Balance Adjustment Report for December 2009 – Alderman Schuchmann made a motion to approve December 2009 Utilities Balance Adjustment Report. Alderman Reynolds seconded it and the motion unanimously carried.

Street Signs – Alderman Schuchmann made a motion to authorize street signs that abut City streets to be replaced in the interest of public safety. Alderman Black seconded it and the motion unanimously carried.

Wright City Lions Club – Picnic Liquor License for Chili Cook-off – Michael Smith was present to request the Picnic Liquor License for the Lions Club. He said they are hosting the Budweiser Annual Washer Tournament on February 5, 2011, and will have the Annual Chili Cook-off. Alderman Schuchmann made a motion to approve the application for the Picnic Liquor License to the Wright City Lions Club and to waive the fee. Alderman Reynolds seconded it and the motion unanimously carried.

Utilities Payment Agreement Request – 201507702 – City Clerk Christine Martin said Robin did not have the information ready for this request and still had further research. Alderman Schuchmann made a motion to postpone this request to the next meeting. Alderman Reynolds seconded it and the motion unanimously carried.

Ordinance/Resolutions

Resolution #01-11 was presented to the Board. Resolution #01-11 was read by title. A RESOLUTION APPROVING, RATIFYING, AND AUTHORIZING THE MAYOR TO EXECUTE ON BEHALF OF THE CITY A COOPERATIVE ADMINISTRATION AGREEMENT WITH THE CITY OF WRIGHT CITY REDEVELOPMENT CORPORATION; AND PROVIDING FURTHER AUTHORITY. Alderman Schuchmann made a motion to approve Resolution #01-11 Alderman Reynolds seconded it and the motion unanimously carried. Roll call was taken with the following vote:

Alderman Schuchman	Yea	Alderman Toothman	Yea
Alderman Black	Yea	Alderman Reynolds	Yea

The Resolution having the majority vote of the members present was adopted. Said Resolution was thereupon presented to the Mayor and President of the Board for their signatures and approval. It was then duly signed and becomes Resolution #01-11 of the City of Wright City, Missouri.

Reports

Engineering – None

Park - Curt Kehoe gave a report to the Board. He said they have a dozen participants in the Aerobics Classes. He said it will be good for the Parks to be on Facebook because they will be able to post

weather conditions on it for Ball Leagues or for Summer Camps. Baseball signups are scheduled for the end of January and people are pleased about moving to the new Horizon League. .

Public Works - Larry Janish gave report to the Board and said since the last Board meeting they used 75 tons of cinders and 6 pallets of salt, which have been restocked.

Building Official - Larry said there were no new building permits since the last meeting. There was a Renovation/Repair for Brookview Apartments due to Fire Damage and four (4) Occupancy Inspections which were for 43 Kerland, 107 Trotters Creek, 1055 Samwise Street, and 435 W.N. Service Road.

Police Department – Interim Police Chief Gary Sweaney gave report to the Board. He stated they've had 336 calls for service and have written 29 Incident Reports since the last meeting. They had 616 Incident Reports in 2010 compared to 489 in 2009. The new shot guns are outfitted and mounted in the cars with electric locks. Chief Sweaney said he received approval from the Department of Public Safety and the Department of Defense to acquire some inexpensive if not free equipment. He said it has been a little slower for the officers with the cold weather.

City Hall – City Clerk Christine Martin gave report to the Board. She reported she has been working on payroll year-end and coordinating with Karen for her year end, and just completed the fourth quarter payroll report today, has set up everyone's new pay increase for 2011 budget and adjusted any deductions for employees that have increases or decreases because of the changing health insurance rates. The new 2011 Calendars were in everyone's packets. Pam has been helping out with Business Licenses to allow time for other tasks. City Clerk Christine Martin said Robin is asking how to handle some situations with regards to turning water on and off for Banks and Realtors for foreclosed properties. It was discussed it would be good to request a waiver and some form of affidavit that any outstanding debt be satisfied. Alderman Schuchman said he is willing to come up and get with Larry Janish and Robin and then Josh to bring something back to the Board. Josh stated we could ask for a waiver from the record owner of property. Stacey Robertson spoke up and said she works for Citi Mortgage and does foreclosures. She said they have departments called Property Preservation and stated the Realtor usually has a letter of authorization on file with the mortgage holder. They should be able to provide the City with the letter of authorization to allow the Realtor in the house to have the inspection done and the City would not incur the cost—the bank would. The bill for any services goes back to the Bank through the Property Preservation Program for payment. City Attorney Josh Payton said he is still concerned that the City should only be authorized by the owner of record. Commercial and Industrial inspections were discussed and it was decided to put it on the next Workshop.

Treasurer - Karen Girondo said the December financials are not done due to waiting for payment of taxes by Warren County. She stated the bank is balanced as of the end of December and does match the General Ledger. She is working on the six month financial that is due to be published by the end of the month. Close out will not be completely finished until the end of February because there are several revenues that we receive in February which are for the previous year. Karen discussed the new procedure for employee reimbursements for deductibles paid out for Health visits and said a memo and form will go out with paychecks tomorrow. Karen stated a spreadsheet has been set up for each employee.

Economic Development – Karen Girondo said she is working with a developer that called with a client that is looking at a couple of properties in Cuivre River Industrial Park. This is the last place they've looked at and liked. She met with another existing business and there is potential there for expansion.

Review/Approval of Bills

Alderman Reynolds made a motion to approve the Bills. Alderman Toothman seconded the motion. Alderman Schuchmann abstained. The motion carried.

Final Questions – Nancy Huster had questions about the Cooperative Administration Agreement and Josh explained the City formed a Redevelopment Corporation and this agreement is between the Redevelopment Corporation and the City and it allows for the City to control the Redevelopment Corporation. Josh Payton said it is stated in Chapter 70 of the State Statutes. Nancy Huster also asked what was brought out of the Special Meeting of January 3rd or December 28th. City Clerk Christine Martin explained she put a complete packet back on the back table for review purposes so if anyone wants to read the previous minutes, they are there for review. She asked if anything was brought out of executive session and City Clerk Christine Martin stated no. She explained the January 3rd meeting was to approve a variance for the Fire Department and approve appointment of a fulltime police officer.

Vote to go to Executive Session - Alderman Schuchmann made a motion to come out of regular session and go into executive session to discuss business relating to Legal, Real Estate and Personnel as allowed pursuant to the exception of the provisions of Section 610.021(1)(2)(3) RSMo. Alderman Reynolds seconded it and roll call was taken

Alderman Black	Yea	Alderman Schuchmann	Yea
Alderman Reynolds	Yea	Alderman Toothman	Yea

The motion carried.

Alderman Schuchmann made a motion to come out of executive session and go into regular session. Alderman Reynolds seconded it and roll call was taken:

Alderman Black	Yea	Alderman Schuchmann	Yea
Alderman Reynolds	Yea	Alderman Toothman	Yea

The motion carried.

Adjournment - Alderman Schuchmann made a motion to adjourn the meeting at 7:50 pm. Alderman Reynolds seconded it and the motion carried

Approved_____

Attested_____