

**City of Wright City  
Board of Aldermen Meeting Minutes  
Thursday, February 12, 2015**

**Signed in Attendance:** Mary Kay Janish, Scott Schroeder, and Tim Schmidt of Warren County Record.

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

**Staff and Others Present:** City Clerk Christine Martin, Treasurer Karen Girondo, City Attorney Paul Rost, Police Chief Matthew Eskew, Park Director Curt Kehoe, City Superintendent Larry Janish, Officer Jim Hepperman, and Pastor Joe Purl.

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, Bruce and Toothman present. The City Clerk reported the Mayor and four (4) Board Members present.

**Pledge of Allegiance**

Scott Schroeder led everyone in the Pledge of Allegiance

**Approval of Minutes**

**Minutes from Board Meeting of January 22, 2015** - Alderman Schuchmann made a motion to approve the minutes from the Board of Aldermen Meeting of January 22, 2015. Alderman Bruce seconded it and the motion unanimously carried.

**Approval of Financial Reports – December & January** - Alderman Schuchmann made a motion to approve the Financial Reports. Alderman Rowden seconded it and the motion unanimously carried.

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

**Open Meeting to public comments/concerns** – Mr. Don Elrod, a resident on Archer Road, was present and discussed the City's proposed annexation of roads. He stated he was not in favor of the annexation and neither were a few other residents on Archer Road. Mayor Heiliger explained to Mr. Elrod that the City was only interested in annexing the roads and not the adjoining properties. He stated that the City just wants to be proactive about the annexation and feels it would be a good thing for the City. Mr. Elrod stated he still was not in favor of the annexation and loves the way it is at the present. Mayor Heiliger asked Mr. Elrod to provide his phone number and he would be called if needed.

**Public Hearing – None**  
**Recommendations from Planning & Zoning – None**

**Old Business**

**Delinquent Sewer Account – Kenny Mechlin** – Mr. Kenny Mechlin was present and stated Alderman Schuchmann contacted him after the last Board Meeting. Mr. Mechlin was mailed and received a letter stating what amount needed to be paid. Mr. Mechlin stated he had previously thought he paid the City the right to use the sewer and shouldn't have to pay the City anymore. Alderman Schuchmann mentioned that Mr. Mechlin had been given the opportunity eight to ten years ago by the City to install a second meter to supply water to his horses to eliminate the cost of sewer charges for watering the horses. Alderman Schuchmann stated according to that information, it was Mr. Mechlin's decision not to put in a second meter. Mr. Mechlin said he had asked about the cost of that option at that time and it would have cost \$4500 for the second meter hookup. He said at that time is when he considered drilling a well, but did not get to drill it until recently. Mr. Mechlin also discussed the easement that he signed for one of the sewer lines going west. Alderman Schuchmann reminded Mr. Mechlin that he received free sewer connections for tapping into the sewer line for his subdivision, which was done under a previous Board. Alderman Schuchmann made a motion that if Mr. Mechlin pays \$1326.74 by March 1<sup>st</sup>, 2015, the City will go on with billing of sewer on his account for 5,000 gallons per month starting on February 1<sup>st</sup>, 2015. Alderman Rowden seconded it and the motion unanimously carried. It was discussed that when Mr. Mechlin comes in to pay his bill, that he would sign a copy of the letter and a copy of meeting minutes would be provided to him.

**New Business**

**Water Deposits** – Karen Girondo discussed water deposits. Karen stated she talked to Robin and they were proposing to keep the in-town deposit amount at \$100 for now for rental property and look to see how the recent rate increase affects the delinquency status in the future. They proposed to increase the out-of-town deposit amount to \$200 for renters and property owners due to the water bills being higher out of town. She also discussed raising the deposit on multi-family landlords in Commercial and Industrial. Alderman Toothman questioned the in-town deposit amount not being changed to \$150 and Karen stated she and Robin discussed it and thought they would leave it at \$100. She said they discussed lowering the threshold of the amount for water disconnects from \$50 to \$30 to help with the delinquent amounts. Alderman Rowden suggested discussing all of the proposed changes at the next Workshop prior to drafting an ordinance. Alderman Schuchmann made a motion to change the internal policy to drop the shut-off amount from \$50 to \$30. Alderman Toothman seconded it and the motion unanimously carried.

**Road Surveys** – Economic Developer Karen Girondo discussed the proposed annexation of some roads and said the County Commission wanted survey letters sent to residents and property owners along the roads. Karen stated that survey letters were sent out to residents and provided a list to the Board of what was sent. Alderman Schuchmann stated that with the small number of responses received, that we wait a while longer to see what comes in before reaching a decision.

**Sewer Study Budget Line Items** – Treasurer Karen Girondo explained the sewer study and how it affects the budget line items. She said the City pays the invoice, sends it to the State and they will reimburse the City for the 80 percent. She needs to set up a line item in the budget for both the revenues and expenditures to cover all of the funds received and paid out. The total cost for engineering will be \$62,500. Alderman Schuchmann made a motion to amend the budget to allow for the Sewer Study Grant as outlined. Alderman Toothman seconded it and the motion unanimously carried.

**TAP Project – Cochran Proposal** – Treasurer Karen Girondo explained the proposal from Cochran Engineering for the design and bidding work for the TAP Grant which is the sidewalks on Bell Road and Wildcat Drive. Karen said if the Board agrees with it she will send it to the State. After the State’s review and approval we can pass the ordinance to sign it. The State allows for only 10 percent of the project design cost. Alderman Schuchmann made a motion to approve the proposal from Cochran Engineering. Alderman Rowden seconded it and the motion unanimously carried.

**Public Works Vehicles** – Superintendent Larry Janish asked the Board to allow Nathan Rohr, as a supervisor, to drive a City Vehicle home. It will allow him to respond to emergencies a lot quicker. He said with the new program on valve locates, he will be able to get the valves turned off sooner, which would save a lot more water. He said the truck would always be parked in Nathan’s driveway and when Nathan is on vacation the truck will stay at the Public Works shop. Alderman Schuchmann made a motion to approve the use of the City vehicle by Nathan Rohr and that it can be parked at Nathan’s house, with the stipulation that Nathan reads and signs the policy. Alderman Toothman seconded it and the motion unanimously carried.

**Bids on Sewer Jetter System** - Superintendent Larry Janish read the bids for the Sewer Jetter System with Midwest Vac Products bidding \$62,995, Texas Underground bidding \$61,000, and Key Equipment bidding \$58,395. Larry stated he recommended the bid from Key Equipment since it has a diesel motor, it is trailer mounted, a camera can be added to it, and they have more options than the other bids. He said they also had only budgeted \$60,000 for the system. Alderman Schuchmann made a motion to approve the bid to purchase a Sewer Jetter System from Key Equipment. Alderman Toothman seconded it and the motion unanimously carried.

**Utility Balance Adjustment Report – January** - Alderman Schuchmann made a motion to approve the Utility Balance Adjustment Report. Alderman Bruce seconded it and the motion unanimously carried.

**Payment Agreement Status Report** – Alderman Schuchmann made a motion to approve the Payment Agreement Status Report. Alderman Toothman seconded it and the motion unanimously carried.

**Request for Utilities Payment Agreement – Account 100039003** – Treasurer Karen Girondo explained the request to the Board. Alderman Schuchmann made a motion to approve the payment agreement to be paid in three (3) payments, with waiving the penalty. Alderman Rowden seconded it and the motion unanimously carried.

**Manchester Investment Water Break** – Treasurer Karen Girondo explained that Manchester Investment had a water break in the closed down hockey rink building due to the weather and was requesting an adjustment since the water did not go into the sewer. Karen Girondo explained she calculated a five-month average at 19,600 gallons with a credit of \$159.07. Alderman Schuchmann made a motion to approve waiving the sewer charge for a credit of \$159.07. Alderman Rowden seconded it and the motion unanimously carried.

### Ordinance/Resolutions

**Bill #07-15 Ordinance** – An Ordinance was read by title. AN ORDINANCE AUTHORIZING EXECUTION OF AN ANIMAL CONTRACT BETWEEN THE CITY OF WRIGHT CITY AND S&R ANIMAL CONTROL LLC. Alderman Toothman made a motion to read Bill #07-15 a second time by title. Alderman Rowden seconded it and withdrew his second due to errors in the contract that needed to be corrected. Alderman Toothman withdrew his motion. The Board asked that the previous contract be checked to see when it ended and this contract be corrected for errors.

### Reports

**Park** – Park Director Curt Kehoe was present and reported to the Board. He said they held the “Teddy Bear Tea Party” event on February 7th. The Girl Scouts were there and helped out a lot. The new hair salon that is opening up in town “Our Hair Salon” stepped in and did all of the fingernail painting. Curt said Abbie Ogborn did a good job coordinating her first event.

He said the new swings are up at Diekroeger Park.

Hart’s Sports had the best bid for the uniform shirts and equipment.

He said they will have a record number of teams and kids this season for baseball. He said they are busting at the seams, so they will be allowed to use the Wright City High School fields to practice on. They found a company that will do background checks for the baseball team managers and the online service will cost only \$10 per background check.

Hunter Safety Course will be held on Saturday, February 14th and the Bow Hunter Safety Course will be held on February 21<sup>st</sup>.

**Public Works** – Superintendent Larry Janish reported to the Board.

**Water District #2** – Larry Janish said he met with Matt Jaspering with the Water District regarding the water connection between the City and their facilities.

**Roelker Road** – When the weather permits, they will be saw cutting and pouring concrete at the first culvert on Roelker where it is caving in and will get a price on installing guardrail at that location. They will be putting in a 48” culvert pipe to replace a 36” culvert pipe located about three-fourths of the way down Roelker Road and they will have to cut the pavement to install it. The culvert pipe is \$936 for a section of it. ■

Alderman Schuchmann discussed an area on Indian Head Lodge Road where the culvert pipe on the east side needs to be extended due to safety. Larry said he can look at extending the culvert pipe or installing a piece of guardrail to make it safer.

**Building Official** – The Building Permit Report for January was submitted.

**Police** – Police Chief Eskew was present and reported to the Board and said they had 767 calls for service, with 26 incident reports since the last meeting. Some reports included fugitive arrests, animal bite case, stealing, assault, domestic assault, possession of drug paraphernalia, and a dangerous drug arrest. They did the drug arrest on February 7<sup>th</sup>, and seized approximately just under \$16,000 in cash, about 10 pounds of marijuana, and a vehicle that they’ve applied for an asset forfeiture on.

He said the 2005 patrol car was returned back from Maze Auto Body today. DARE Graduation will be on March 13<sup>th</sup> at 1:30 pm at the Elementary West School. Chief Eskew discussed the newly built Police Website that was built by Nicki and took the Board for a tour through the website. He discussed the Crimetips page and that one of the good features is a person can choose to remain anonymous. Kay Janish was present and asked about the security and email retention features. Scott Schroeder was present and asked about the system's interface. Alderman Rowden suggested that Chief look at Chesterfield's website.

**City Hall** – City Clerk Christine Martin reported to the Board.

Licenses Issued – H&R Block at 113 E. First St. N. and three (3) Peddlers Licenses issued to employees of Wayne Smith Agency of Warrenton, MO.

Licenses Pending – “Our Hair Salon LLC”, pending Building Permit and Occupancy Permit prior to Business License being issued. Fireworks Fanatics for Temporary Fireworks Sales is pending his Conditional Use Permit for 277 E. Service Road North.

Business License Renewals are coming in daily with 76 licenses issued and two (2) licenses pending tax information. The Conditional Use Permits pending are Thomas Foster for a home office that was postponed to the February 17<sup>th</sup> P&Z Meeting, Reed's Rockets for Temporary Fireworks Sales scheduled for the February 17<sup>th</sup> P&Z Meeting and Fireworks Fanatics Temporary Fireworks Sales scheduled for March 16<sup>th</sup>.

The Emergency Plan has been updated and is available for the Board to review.

Clean-up Days – The large item Spring Cleanup is scheduled for May 19<sup>th</sup> & 22<sup>nd</sup>, the Annual City Wide Yard Sale will be May 16<sup>th</sup>, and the Community Cleanup Day still has to be scheduled. The last Community Cleanup Day was canceled due to the weather forecast.

Cemetery – The one burial this week was Betty Jean Short (Ward). City Clerk Christine Martin stated she has been entering lot sales and burials into the Summit Cemetery Module, and once completed, it will be much easier to look up cemetery lot owners and burials in the computer.

**Treasurer/Economic Development** – Treasurer Karen Girondo was present and reported to the Board. Karen said Financials for December were not ready, but will have them for the next meeting. She stated she was getting information ready for the Auditors. The first invoice from Kuhlmann Design was submitted and is in with the bills. She said the Six Month Financial Statement was published on February 5<sup>th</sup>. She stated the person was in again that is pursuing Wright Stop and the ZX Station. Karen asked everyone to mark their calendars for Blue & Gold that will be held at the Lion's Club on March 28<sup>th</sup>.

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

**Final Questions** – Scott Schroeder stated that on Roelker Road where Trotters Creek turns west, there was no culvert pipe under the gravel driveway on the east of the roadway. Larry Janish stated he would talk to Alan Davis on Friday regarding the situation.

Mayor Heiliger mentioned Blue & Gold and suggested putting it on the next Workshop Agenda to bring up to the Planning & Zoning Members.

**Vote to go to Executive Session** - Alderman Schuchmann 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; leasing, purchasing, or sale of real-estate (610.021(2)); and hiring, firing, disciplining or promoting employees (610.021(3)). Alderman Toothman seconded it and roll call was taken:

|                     |     |                   |     |
|---------------------|-----|-------------------|-----|
| Alderman Schuchmann | Yea | Alderman Toothman | Yea |
| Alderman Bruce      | Yea | Alderman Rowden   | Yea |

The motion carried.

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

|                     |     |                   |     |     |
|---------------------|-----|-------------------|-----|-----|
| Alderman Schuchmann | Yea | Alderman Toothman | Yea | Al- |
| derman Bruce        | Yea | Alderman Rowden   | Yea |     |

The motion carried.

**Adjournment** – Alderman Schuchmann made the motion to adjourn the meeting at 8:30 pm. Alderman Bruce seconded it and the motion unanimously carried.

Approved \_\_\_\_\_

Attested \_\_\_\_\_