

**City of Wright City  
Board of Aldermen Meeting Minutes  
Thursday, February 14, 2013**

**Signed in Attendance:** Angie and Tim Reynolds, Bryan Spenser, Forrest Bruce, Ron Smith, Alan Uthlaut, Matt Jaspering of Lewis & Bade, Inc., Matt Barbey and Chris Waltz of the Warren County Record

**City Official Attendance:** Mayor Heiliger, Alderman Schuchmann, Alderman Rowden, Alderman Toothman were present. Alderman Smith was absent.

**Staff and Others Present:** Superintendent Larry Janish, City Clerk Christine Martin, Treasurer/Economic Developer Karen Gironde, Park Board Director Curt Kehoe, City Attorney Paul Roost, Police Chief Doug Saulters, 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, and Toothman present. The City Clerk reported the Mayor and three (3) Board Members present.

**Pledge of Allegiance**

Officer Jim Hepperman led everyone in the Pledge of Allegiance

**Meeting Minutes**

**Minutes from Board Meeting of January 24, 2013** - Alderman Toothman made a motion to approve the minutes from the Board of Alderman Meeting of January 24, 2013. Alderman Rowden seconded it and the motion unanimously carried.

**Approval of Financial Reports** – 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** – Alan Uthlaut from Warrenton, Missouri, was present and addressed the Board about changes the Board has made that is making it more difficult to start a business such as Roadside Stands. Mayor Heiliger asked for some examples and Mr. Uthlaut said because of parking lot restrictions and the cost of a Conditional Use Permit being \$200 for a Roadside Stand, and the parking requirements. Mr. Uthlaut said he has moved some of his business into Montgomery County. Mayor Heiliger discussed the parking lot restrictions with Mr. Uthlaut.

Ron Smith was present and discussed his proposed business in Wright City for a Flea Market on his 2.5-acre tract of land along the South Service Road. He said he would like to do a test period, possibly under a Temporary Conditional Use Permit for the first season. Alderman Toothman asked Mr. Smith if he has talked to Bob Barclay and he stated yes, that he must provide hard surface coming off of the gravel in order to be ADA compliant. Ron Smith said he would like to start small and then go to a larger scale. He said he plans to be in business for a longer period than the temporary Fireworks Stands that come to town, maybe up to six months. Mayor Heiliger told Mr. Smith that the City will look at it and he could pick up any needed information from the City Clerk.

Chief Saulters introduced Officer Rob Ryan and the new Police Canine Zeus to the Mayor, Board and the audience. Chief Saulters said some of the businesses that made donations for the dog were MFA, Mittler Brothers, State Representative Bryan Spencer, American Bank, First State Community Bank, Abels, Phillips 66 and Harris Automotive. Jeremy from AA Towing completely set up the cage in the car for Zeus. Chief Saulters said he owes a big thanks to St. Charles County Sheriff Neer for his department's continued assistance from their Forensics Unit and their Cyber Crime Unit. He said they have also been getting a lot of positive comments from the public on the cars. He said Officer Ryan and Zeus are currently in training with Ed McCormick of Warren County Sheriff's Department. An anonymous person has donated the cage for the vehicle for the dog. He said Officer Ryan and Zeus would stay around after the meeting so everyone can meet them.

Mayor Heiliger announced that Alderman Dan Rowden has been appointed to serve a three (3) year term on an Advisory Committee for 911 Service Oversight.

**Public Hearing – Amend Section 405.100 Regulating Fence Construction Material, Chapter 405** - Mayor Heiliger opened the public hearing. There were no questions or comments from anyone in the audience. Mayor Heiliger closed the public hearing.

**Recommendations from Planning & Zoning – None**

### **Old Business**

**Bell Road Sidewalk Project** – Alderman Schuchmann advised the Board that he met with a representative from the radio station regarding the proposed sidewalk on Bell Road and they are eager to participate in the project to help get the kids out of the street. Alderman Schuchmann said he would like to see the project fast tracked with the sidewalks installed in time for the kids starting school in August. Alderman Schuchmann made a motion to proceed by requesting RFQ's for engineering services for the proposed Bell Road Sidewalk Project. Alderman Rowden seconded it and the motion unanimously carried.

### **New Business**

**The Shire, Plat 3A – Request for Record Plat** - Matt Jaspering of Lewis-Bade Engineering was present and said they are requesting a Record Plat for four (4) lots in

Plat 3A of The Shire, which are the first four (4) lots west of the existing lots. The Preliminary was approved last year. Matt Jaspering said the water, Sewer and streets are in. Alderman Schuchmann said the only concern he had is the sidewalks are shown on the Preliminary plat, but not on the final plat. He stated he would like a note put on the Record Plat that the sidewalks would be installed on lots 220 and 221, or as shown on the Preliminary Plat. Alderman Schuchmann made a motion to approve the Record Plat for The Shire, Plat 3A, with the change to add a note saying to add sidewalks along the street side of lots 220 and 221. Alderman Toothman seconded it and the motion unanimously carried.

**Spirit Foundation/Ameren – Lighting for City Hall –** Jim Mikel and Brad Foster, representatives from the Spirit Foundation were present and stated that on January 2<sup>nd</sup> Ameren & the Spirit Foundation released \$216 Million dollars in incentives statewide. A presentation was conducted of a proposed 3 phase plan for changing the City light fixtures. Phase 1 would be City Hall and the Police Department, covering assessment, engineers from Mizzou to assist, if needed. Phase 2 incorporates the PACE Funding Program and Phase 3 is a Community Outreach with a community event to be held on Earth Day on April 22, 2013, with the Schools and Businesses being invited to participate. Ameren will sponsor the educational event for Phase 3. Some of the areas that were looked at in City Hall and recommend for upgrading were the power strips, light sensors, aerators for the bathrooms, with a possible refund of \$342 on recent Computers purchased. They also discussed upgrading Street Lights for a savings to the City. It was stated T12 lights are being phased out and replaced by mercury-free LED 4 ft. lights. There are currently about 56 fixtures in the City Hall/Police Department building that need to be replaced. The cost is about \$238.72 for each new fixture. They explained there would be a savings of \$583 per month and \$7,000 per year and \$34,590 in savings over a five-year period. Alderman Schuchmann said he was interested in getting the free assessment for the upgrades.

**Jackie Brower – Construction Extension Request -** City Clerk Christine Martin stated that Mr. Brower would not be at the meeting. The Board discussed the request from Jackie Brower asking for an extension until June 1<sup>st</sup> to provide the ADA parking at his building at 201 Hedeman Avenue. Alderman Schuchmann made a motion to approve the request for extension for the ADA parking spot until June 1, 2013, under a Temporary Occupancy Permit. Alderman Rowden seconded it and the motion unanimously carried.

**Rite Sole Building – Ned Stanley –** City Clerk Christine Martin explained that Mr. Stanley was out of town and could not be present. Alderman Schuchmann made a motion to postpone the agenda item to the next Board Meeting on February 28<sup>th</sup>. Alderman Toothman seconded it and the motion unanimously carried.

**Payment Agreement Status -** Alderman Schuchmann made a motion to approve the Payment Agreement Report with the condition that the payment agreement for Account 100537000 be amended to reduce the payment to \$20 every two weeks, along with the current bill being paid, with review of the agreement after three months. Alderman Toothman seconded it and the motion unanimously carried.

**Utilities Payment Agreement Request - Account 300062003** – Alderman Schuchmann made a motion to approve the Utility Payment Agreement for Account 300062003. Alderman Toothman seconded it and the motion unanimously carried.

**Utilities Payment Agreement Request - Account 100231003** – Alderman Schuchmann made a motion to approve the Utility Payment Agreement for Account 100231003, with the condition the agreement is reviewed after 3 months. Alderman Toothman seconded it and the motion unanimously carried.

**2013 City Insurance Bids** - Treasurer Karen Girondo asked the Board whether or not to bid the City's insurance for liability, building and vehicles for 2013 or ask for an Agent of Record. Alderman Schuchmann made a motion to go out for bid on the City's Insurance. Alderman Toothman seconded it and the motion unanimously carried. Karen Girondo said the bids would be sent out by the first of March with them being due by the end of March to be presented at the first meeting in April.

**Communications Capital Group – Cell Tower** – City Clerk Christine Martin asked the Board if she should notify the company by letter that the City is not interested as she has done in the past. The Board asked that a letter be sent stating the City is not interested in selling the lease on the tower.

**Police K-9 Operations Police** – Chief Saulters asked the Board to review the K-9 Operations Policy for any corrections before adoption and final passage.

**Police Department Clerical Help** – Chief Saulters discussed the Police Clerk being out for eight to fourteen weeks and asked the Board for permission to discuss the item in closed session.

**Utility Billing Disconnect Hearing** – Mayor Heiliger opened the public hearing. There were no questions or comments from anyone in the audience. Mayor Heiliger closed the public hearing. Alderman Schuchmann made a motion to proceed with disconnects per City ordinance. Alderman Toothman seconded it and the motion unanimously carried.

### **Ordinance/Resolutions**

**Bill #03-13 – Ordinance was presented to the Board** - Bill #03-13 was read by title. AN ORDINANCE AMENDING CHAPTER 215; OFFENSES, GENERALLY OF THE MUNICIPAL CODE OF THE CITY OF WRIGHT CITY, MISSOURI. Alderman Toothman made a motion to read Bill #03-13 a second time by title. Alderman Schuchmann seconded it and the motion unanimously carried. After the second reading, Alderman Toothman moved that Bill #03-13 be placed upon final passage. Alderman Rowden seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #03-13 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	Absent
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 #781 of the City of Wright City, Missouri.

**Bill #04-13 – Ordinance was presented to the Board** - Bill #04-13 was read by title. AN ORDINANCE AMENDING CHAPTER 225 OF THE MUNICIPAL CODE OF THE CITY OF WRIGHT CITY, MISSOURI, PERTAINING TO NUISANCES AND CHAPTER 245 OF THE MUNICIPAL CODE OF THE CITY OF WRIGHT CITY, MISSOURI, PERTAINING TO NUISANCES AND CHAPTER 245 OF THE MUNICIPAL CODE OF THE CITY OF WRIGHT CITY, MISSOURI, PERTAINING TO “RUBBISH AND GARBAGE COLLECTION, REMOVAL AND DISPOSAL.” Alderman Toothman made a motion to read Bill #04-13 a second time by title. Alderman Rowden seconded it and the motion unanimously carried. After the second reading, Alderman Toothman moved that Bill #04-13 be placed upon final passage. Alderman Schuchmann seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #04-13 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	Absent
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 #782 of the City of Wright City, Missouri.

**Bill #05-13 – Ordinance was presented to the Board** - Bill #05-13 was read by title. AN ORDINANCE AMENDING CHAPTER 250: CITY PARKS OF THE MUNICIPAL CODE OF THE CITY OF WRIGHT CITY, MISSOURI, BY AMENDING SECTION 250.040 PARK FEES. Alderman Toothman made a motion to read Bill #05-13 a second time by title. Alderman Rowden seconded it and the motion unanimously carried. After the second reading, Alderman Toothman moved that Bill #05-13 be placed upon final passage. Alderman Schuchmann seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #05-13 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	Absent
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 #783 of the City of Wright City, Missouri.

**Bill #06-13 – Ordinance was presented to the Board** - Bill #06-13 was read by title. AN ORDINANCE ACCEPTING PLAT OF “THE SHIRE, PLAT 3A” BY THE CITY OF WRIGHT CITY, MISSOURI, Alderman Toothman made a motion to read Bill #06-13 a second time by title. Alderman Rowden seconded it and the motion unanimously carried. After the second reading, Alderman Toothman moved that Bill #06-13 be placed upon final passage. Alderman Schuchmann made a motion to amend the motion with the note that the plat will be plat 3A with the recommended changes as per the sidewalk description on lots 220 and 221. Alderman Rowden seconded the amended motion and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #06-13 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	Absent
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 #784 of the City of Wright City, Missouri.

**Bill #07-13 – Ordinance was presented to the Board** - Bill #07-13 was read by title. AN ORDINANCE ACCEPTING WATER LINES, AND/OR SEWER LINES, AND ALL ITEMS OF PERSONAL PROPERTY OR FIXTURES USED, CONSTRUCTED, PLACED OR EXISTING IN CONNECTION WITH OR RELATED TO SAID WATER AND SEWER LINES BY THE CITY OF WRIGHT CITY, MISSOURI FROM HICKORY GROVE, LLC, LOCATED IN THE STREETS IN THE SUBDIVISION OF THE SHIRE, PLAT 3A BY THE CITY OF WRIGHT CITY, MISSOURI, Alderman Toothman made a motion to read Bill #07-13 a second time by title. Alderman Rowden asked Superintendent Larry Janish if he inspected all lines when they were installed and he stated he was. Alderman Rowden seconded it and the motion unanimously carried. After the second reading, Alderman Toothman moved that Bill #07-13 be placed upon final passage. Alderman Rowden seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #07-13 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	Absent
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 #785 of the City of Wright City, Missouri.

**Bill #08-13 – Ordinance was presented to the Board** - Bill #08-13 was read by title. AN ORDINANCE ACCEPTING LAND FROM HICKORY GROVE, LLC, BEING THE STREETS KNOWN AS SAMWISE STREET AS SHOWN ON THE SUBDIVISION PLAT

OF THE SHIRE, PLAT 3A, BY THE CITY OF WRIGHT CITY, MISSOURI, Alderman Toothman made a motion to read Bill #08-13 a second time by title. Alderman Rowden seconded it and the motion unanimously carried. After the second reading, Alderman Toothman moved that Bill #08-13 be placed upon final passage. Alderman Rowden seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #08-13 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	Absent
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 #786 of the City of Wright City, Missouri.

### **Reports**

**Park** – Park Director Curt Kehoe gave report to the Board. Curt thanked the Board for getting the Park Fees passed and also thanked City Clerk Christine Martin for all of her hard work on going over it and getting it correct. He said the Tea Party went over well with over twenty (20) kids attending it, and it did make a profit. He said Vickie did a great job. Curt said the Farmer’s Market want to get an early start and will begin in April. The Hunter Education Class that is scheduled for the upcoming weekend is already full, and the Bow Hunter Safety Class is already full on the following weekend with 50 people signed up. The first Youth Arts Class was this weekend and it went over well. Curt mentioned that State Representative Bryan Spencer will be holding some meetings at the “Wil Heiliger” building but he noticed a wrong date in the paper. Representative Bryan Spencer said he will put the correction on their Facebook page on Friday.

**Public Works** - Superintendent Larry Janish gave report to the Board. Larry Janish discussed Well #4 and said Brotcke provided a bid to acidize the well. He said the well is doing fine at this time since the other wells are working. Larry Janish added the cost of a new well is \$120,000. The Police Department Rehab Project is complete and is being used. He said United Blower sent two people out to install a new UBI #150 for Blower #2 for the Waste Water Treatment Facility. They have been working on installing water shut offs where needed. They are also locating every service line while in the subdivision to be sure everyone has a shut-off and if not they are putting it on their list. They are currently working in subdivisions off of Bell Road

**Building Official** – Superintendent Larry Janish provided the Board with report on new home building permits issued, which were five (5) permits for the year, two (2) Miscellaneous permits, one (1) Sign Permit, and five (5) Occupancy Inspections with two (2) being residential and three (3) being commercial. Larry said two (2) derelict vehicles were stickered and there were twelve (12) violations noted. Larry said Mr. Cannon called him because he has new street utilities in and wants to submit a Final Plat. Larry said the lift station has not been completed. He wants to put a home on the property. Larry said he told Mr. Cannon he would have to put money in escrow to complete it, which will cost

about \$60,000. The Board was not in favor of it, so Larry said he would talk to Mr. Cannon about putting up escrow, then to bring the Final Plat to the Board.

**Police** – Chief Saulters gave report to the Board. He stated they have had 769 calls for service with 33 incident reports handled. Chief Saulters said he provided the Board with New Detective Bureau stats from Detective Matthews. Chief Saulters said Larry's guys are done with the Police Department remodeling and said they did a great job with completing the room for the Detective Bureau. Chief Saulters said his officers asked if the Board would allow them to participate in the gun buy-back program again by allowing them to purchase a gun from a dealer with a proposed \$50 per pay period, having a \$1,000 limit on gun purchases. Treasurer Karen Girondo said she talked with the Auditor and there is no problem with it. Chief Saulters said Warrenton Police Department has a program similar to this, and said he would get a copy of their policy and come back to the Board with it.

**City Hall** – City Clerk Christine Martin gave report to the Board on Business Licenses. A License will be issued to Frigid Logistics, LLC for a Warehouse Storage Facility in the former Hawkeye building. A Business License was issued to Brian Reimers and to James Hancock for home occupational licenses. There have been 52 Business License Renewals issued out of 88 total licenses.

There was one (1) Peddlers License issued to Shawn Raymond Smith of Edward Jones Investments for a six-month period beginning January 25<sup>th</sup>. The Ethics Training by Missouri Ethics Commission will be held on February 26<sup>th</sup> at Warrenton City Hall at 6:00 pm. Glenn with ServiceMaster came out on Wednesday, February 13, 2013 to do a courtesy walk-through inspection of the City buildings. There were a few items that need to be addressed, but an official report on his inspection will be submitted in about a week.

**Treasurer/Economic Development** – Treasurer Karen Girondo gave report to the Board and said she has been working on the 2012 financials for the audit. Karen stated she is still working on the list of items requested by the Auditors. The six-month Financial Statement was published in the paper on January 31<sup>st</sup>. She said the Hawkeye Building has a new owner and the business going in is Frigid Logistics. Karen said she attended the monthly EDC meetings and they are throwing out some ideas of getting some dedicated funding as other communities have. They are looking at a possible rail spur with a switchyard in the Truesdale area that can be used by other businesses. She discussed a dinner auction for EDC, which will be a joint venture between Warren County ED and Montgomery County EDC. It will be held on Saturday, May 11, 2013 at the Warrenton Elks Lodge. The theme will be "Hunting and Sports" so there will be lots of auction items. Karen reminded the Board that the Annual Blue & Gold Auction will be Saturday, March 23, 2013 at the Wright City Lions Club. The Annual Business Breakfast will be Wednesday March 13<sup>th</sup> at the "Wil Heiliger" building, and for the Chamber, Meet the Candidate will be at that evening at the Wright City Middle School at 6:00 pm.

### **Review/Approval of Bills**

Alderman Toothman questioned a few of the bills from Economy that were dated in December and Treasurer Karen Girondo answered that the bills were just brought in and said those bills will be billed back to 2012. Alderman Toothman made a motion to approve the Bills. Alderman Rowden seconded it and the motion unanimously carried.

**Final Questions** – Mayor Heiliger discussed the City’s drug dog and thanked the area businesses for coming through with donations. Chris Waltz of the Warren County Record asked about the negative comments from Mr. Uthlaut and Mayor Heiliger said the City is just trying to make everything the way it should be and stated you don’t always make everyone happy.

**Vote to go to Executive Session** - Alderman Toothman made a motion to come out of regular session and go into an 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 Rowden seconded it and roll call was taken:

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

The motion carried.

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

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

The motion carried.

### **Adjournment**

With no further Business, Alderman Schuchmann made a motion to adjourn at 9:30 pm. Alderman Rowden seconded it and the motion unanimously carried.

Approved\_\_\_\_\_

Attested\_\_\_\_\_