

City of Wright City
Board of Aldermen Meeting
March 11, 2010, 6:30 pm

Signed in Attendance: Tim Schmidt, James Toothman, John O'Connor, Danny Campbell, Dave Heiliger, Tim Reynolds, Bill Stinson, Shawn Nitchman, Dennis Williams, Matt Kaatman, Patsy Jones, Dawn Bruning, Stuart Bruning, Luke Bruning, and Scott Bruning.

City Official attendance: Alderman Abercrombie, Alderman Schuchmann, Alderman Black, and Alderman Reynolds were present. Mayor White was absent

Staff and Others: Superintendent Larry Janish, Economic Developer Karen Gironde, City Clerk Christine Martin, Police Officer Gary Sweaney, Police Officer Jeffery Scanlon and City Attorney Leslie Tolliver-Rogers (per phone conference call in closed session)

Roll Call

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

President of the Board Jamey Abercrombie called the meeting to order at 6:30 pm.

Meeting Minutes

Minutes from Board Meeting of February 25, 2010 – Alderman Schuchmann made a motion to approve the minutes from the Board of Alderman Meeting of February 25, 2010. Alderman Reynolds seconded it and the motion unanimously carried.

Minutes from Board Workshop of March 1, 2010 – Alderman Schuchmann made a motion to approve the minutes from the Board Workshop of March 1, 2010. Alderman Reynolds seconded it and the motion unanimously carried.

Minutes from Special Board Meeting of March 3, 2010 – Alderman Schuchmann made a motion to approve the minutes from the Special Board of Alderman Meeting of March 3, 2010. Alderman Reynolds seconded it and the motion unanimously carried.

Responses to previous comments/concerns - None

Open meeting to public comments/concerns - None

Public Hearing - None

Ordinance/Resolutions

Bill #11-10 was presented to the Board. Bill 11-10 was read for the first time by title. AN ORDINANCE AUTHORIZING EXECUTION OF A CONTRACT WITH HDR FOR THE WATER DEGRADATION STUDY WITH THE CITY OF WRIGHT CITY, MISSOURI. Alderman Schuchmann made a motion to read Bill 11-10 a second time by title. Alderman Reynolds seconded it and the motion unanimously carried. After the second reading, Alderman Schuchmann moved that Bill #11-10 be placed upon final passage. Alderman Reynolds seconded it and the motion unanimously carried. President of the Board Jamey Abercrombie then put the question “Shall Bill #11-10 be passed and become an ordinance?” Roll call was taken with the following vote:

Alderman Abercrombie	Yea	Alderman Schuchmann	Yea
Alderman Black	Yea	Alderman Reynolds	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. It was then duly signed and becomes Ordinance #709 of the City of Wright City, Missouri.

Resolution #12-10 was presented to the Board. Bill #12-10 was read by title. A RESOLUTION ESTABLISHING A WHISTLEBLOWER POLICY FOR THE PROTECTION OF THE WRIGHT CITY EMPLOYEES. Alderman Schuchmann made a motion to approve Resolution #12-10. Alderman Reynolds seconded it and the motion unanimously carried. Roll call was taken with the following vote:

Alderman Abercrombie	Yea	Alderman Schuchmann	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 #12-10 of the City of Wright City, Missouri.

Old Business

Trotters Creek – Request to take over Streets/Utilities – Alderman Schuchmann stated the City Attorney is still looking into this and does not have any new information on it yet. Alderman Schuchmann made a motion to postpone this request to the next meeting. Alderman Reynolds seconded it and the motion unanimously carried.

Employee Training Contracts - City Clerk Christine Martin stated the City Attorney is still reviewing this and we are waiting for her to get back to us. Alderman Schuchmann made a motion to postpone the Employee Training Contracts to the next meeting. Alderman Reynolds seconded it and the motion unanimously carried.

Engineering RFQ's for Park Block Grant - Karen explained that the City advertised for engineers for the preliminary engineering report and if we are awarded the grant the selected engineers would be the same engineers we would use for the grant. We received eight proposals (only seven bids were actually received). Curt Kehoe said the Park Board had a meeting last Wednesday to review the engineering qualifications for the Park Block Grant and they recommended Cochran Engineering, Bax Engineering and Lewis & Bade. A copy of their proposal was given to the Board in their packets. Curt said the Park Board recommended Cochran Engineering because they are familiar with Diekroeger Park due their recent work on the sidewalk project and the new building. Alderman Schuchmann made a motion to accept the Park Board's recommendation to hire Cochran Engineering for the Park Block Grant. Alderman Reynolds seconded it and the motion unanimously carried.

New Business

Business License – Coca-Cola North America – Dennis Williams, General Manager of the Coca-Cola North America facility in Warrenton/Truesdale, Missouri was present and said they are requesting a Business License to occupy the building at 400 East South First Street Building 'C' for distribution of their store finished product. They will also bring in the product from Warrenton and other facilities and distribute it out of this location. The warehouse was recently occupied by Cosco. Mr. Williams stated the building has been renovated for their operation and they plan to move into it by April 5, 2010, to begin their distribution business. Alderman Schuchmann asked Mr. Williams if they would consider encouraging their drivers to use the east entrance into the Industrial Park instead of coming over the railroad tracks and entering onto Second Street, due to the turn at First Street and Elm Street being such a tight corner to get around. Mr. Williams said they will try to reroute their trucks to the east exit out of the Industrial Park if they can. Alderman Schuchmann made a motion to approve the business license to Coca-Cola North America for a distribution warehouse at 400 E. South First Street, Building C. Alderman Reynolds seconded it and the motion unanimously carried.

Utility Billing Adjustment Report for February 2010 - Alderman Schuchmann made a motion to approve the Utility Billing Adjustment Report. Alderman Reynolds seconded it and the motion unanimously carried.

Hiring of Parks Employees - Curt Kehoe recommended to the Board to hire two seasonal part-time employees; Scott Bruning and Jim Bunner, and then to hire Holly Blair as Concession/Field Manager. Alderman Black asked how many hours will they work per week. Holly Blair will be working approximately 20 to 25 hours per week to run the concession stand and the part-time seasonal people will be working about 20 hours per week depending on when the grass starts growing. Alderman Schuchmann made a motion to approve hiring the three part-time Park employees as recommended by Curt Kehoe. Alderman Reynolds seconded it and the motion unanimously carried.

Purchase of Ball League Uniforms – Curt Kehoe said he received phone bids for the uniforms. He stated BSN Sports was the low bid on socks and Harts Sports was the low bid on shirts, hats and pants. Alderman Black asked if ball league registration covers the cost and Curt stated it more than covers it. Curt said he believes all of his ball teams will be sponsored this year and the

uniforms end up coming out of the sponsor money. Alderman Schuchmann made a motion to approve the purchase of the Ball League Uniforms with the socks from BSN Sports and the shirts, hats and pants from Harts Sports. Alderman Reynolds seconded it and the motion unanimously carried.

WWTF Update – Jeremy Lay from HDR was present to go over the status of the recent problems of the WWTF and said Holly Elterman has given him an update and information on what is needed to move forward. He said EDI has made a major effort to figure out what has gone wrong. Holly has scheduled a meeting for March 23, 2010 at 1:30 pm. to bring Huey Construction, EDI, HDR, the City and Vandevanter Engineering together to help resolve the problems the City is having at the WWTF. They have made a few modifications and as a part of the Antidegradation Review Project, HDR has looked at some of the ideas that EDI has presented which would be associated with an upgrade. He stated there is talk of changing some of the equipment to something that may be a better fit. He said the WWTF seems to be struggling hydraulically pass the flow in addition to meeting ammonia requirements. He said the problem is most likely related to the clarifier issue and the answer may be to replace the equipment with something that would work. Alderman Schuchmann told Mr. Lay that he appreciates that a meeting has been set up as the City has been working on the facility that has been in operation for over a year. He stated it needs to be taken care of and looks forward to what the outcome of the meeting brings. Jeremy Lay said he has worked with Mr. Huey in the past and will ask Andy Huey to also attend the meeting. He said Huey Construction is past the warranty period on the 12 month warranty, but not past their obligation to make the system work for the first time

Loss Control Report from Continental Western Group – Karen Girondo said she met with Mr. Wayne Helle of Continental Western Group two weeks ago to go over loss control for the City. He also met with Larry Janish, Curt Kehoe, and Chief Matthews to look at all of the City Facilities. Karen said the City will need to obtain driving records on employees annually instead of just when someone is hired. She said discussion will be needed as to what the threshold should be for cutting off driving privileges on City vehicles. Some of the other violations noted is a space heater in the maintenance building on South Elm that should be eliminated and replaced with a permanent heater. At Diekroeger Park, GFCI circuit protection is needed on ten electrical outlets at the outdoor Pavilion to prevent exposure to shock. Alderman Schuchmann informed Curt that he should get ten (10) GFI outlets and install them tomorrow since we are now aware of it. At Ruge Park Softball field it was suggested to extend the chain link fence to protect players from colliding with two utility poles. Alderman Schuchmann informed Curt to get prices to extend a four feet high fence out in front of the two utility poles to prevent someone from running into the poles and getting hurt. The toddler rides at Diekroeger Park are too close to the railroad tie border and should be placed further back or the ride removed. The last item noted is that hayrides can be dangerous if not properly planned and without proper training. Curt suggested with what is required for hayrides that he believes we can just forego the hayrides.

Larry Janish explained the space heater has already been removed and replaced with a permanent wall-mounted heater.

Tree Removal at Cemetery – Karen explained she met with the Memorial Society last week as it was their first meeting of the year. She said one of their main concerns is still a problem with

Trees. Karen said Christine has talked to the Board previously on some trees that need to be removed at the Cemetery. Karen asked if we should get bids to see if we can even afford it. The Memorial Society had some bids but the contractor did not have Workmans Comp Insurance, they were only bonded and had liability insurance. Karen said she explained to the Memorial Society the contractor would have to have Workmans Comp Insurance. There are at least three trees that need to be removed. Alderman Abercrombie said if we are going to do this he would not want to see it come up again in another four months since the number of trees to be removed is changing. He said they need to decide what they want. Karen said she would get with the President of the Memorial Society. City Clerk Christine suggested that we need to meet them at the Cemetery and they need to point them out. Alderman Abercrombie said we should get bids and remove the trees that are a priority first. Karen said the trees at the Cemetery have been a big problem over the years, especially since every time a grave is dug near a tree the root system is cut which then undermines the tree. City Clerk Christine Martin stated the last time a tree was taken down we had to get bids which included Workmans Comp Insurance and the cost was \$2500. Alderman Black suggested getting a tree service to give the City an opinion of what needs to be removed.

Reports

Engineering – None

Park - Curt Kehoe gave report to the Board. He said the Easter Egg Hunt will be held on March 27th at 1:30 pm and the Fire Department will bring the Easter Bunny to the Park. Students at the High School will be stuffing about 6,000 eggs and are working on some more at the park. The Wright City High School baseball team will play their games at Ruge Park this season due to their complex not being ready. The school's first game is on March 23rd and they have added a mound to the field to accommodate them. They have new locking doors on the cabinets at the Diekroeger building kitchen and have installed deeper sinks for when the Caterers come in. Curt said the Academy Kids and some Community Service workers completed both of the projects. Curt said he had a meeting with the Warren County Farmers Market Association and this year Wright City will be the exclusive home of Warren County Farmer's Market. All State regulations were gone over at the meeting and handed out to all of the vendors. Curt stated all of the regulations will be followed and he has been in contact with the Warren County Health Department about rules governing Farmers Markets and those rules have also been reviewed with the vendors. Curt said he attended a luncheon meeting with the Warren County Health Department pertaining to a walking fitness program they are working on with Warrenton Parks Department. He updated them with what Wright City had for walk trails in the event others want to use our walk trails. The walking distance from Diekroeger Park to Ruge Park is one mile and if you walk the figure eight at Ruge Park which is eight tenths of a mile and walk back to Diekroeger Park the walk is right at three (3) miles from to park to park. If you just walk park to park without the figure eight it is a two mile walk. Curt said they are exploring the idea of having a couple of summer camps in 2010 and plan to use the Arts in the Park to promote the camp. Before they commit to the camps they are going to see if they can register enough kids to cover the cost of the program. There is a group called ABBR-KID-DABRA that does part of the entertainment at Arts in the Park and they conduct summer camps which they completely staff themselves. If they can register enough kids to get started they will proceed with camps that will go on in July and August. Curt said the new Wil Heiliger Activity Building signs are up on the building at Diekroeger Park. Wright City concession stands will be open during the Wright City High School games.

Alderman Abercrombie made an announcement that from this time forward he would like everyone that wishes to speak to come to the mike by the City Clerk to state their name and business and that way the City Clerk can get everyone's name for the record.

Public Works - Superintendent Larry Janish gave report to the Board. Larry said on March 10, 2010, a letter was sent to 125 East First Street N. stating he must bring the accessory building into compliance, the building removed, or be issued a summons. Larry said he has given a list of surplus Equipment items to the City Clerk that is no longer needed. City Clerk Christine Martin said when we have a complete list we will give it to the Board and prepare to advertise.

Building Official - Larry Janish stated there were two (2) new home permits issued to Ivie League Homes for Hickory Trails and one (1) new home permit by First Construction at the Shires. First Construction dropped off twenty new home permit applications for The Shires.

Police Department - Chief Matthews was absent and sent his apology for not being able to be at the meeting. Officer Gary Sweaney gave report and said they've recently had a resignation from John Malcolm effective March 8th with no reason given. Officer Sweaney stated updated Departmental Policy and Procedure Manuals are in process and should be ready for the next Board meeting for review and approval. Officer Sweaney expressed the department's satisfaction over the new cars with the new signage. The cars are ready for operation at this time and offered anyone to view them outside. Officer Sweaney discussed an additional Highway Safety Grant that will be applied for in the very near future which will provide overtime money for officers wishing to work the traffic enforcement on the State roads within our jurisdiction. The Police Department has had 250 calls in the last two weeks with 32 of them having reports written and 96 of them were traffic stops which generated several narcotics arrests and one (1) arrest for tampering with a motor vehicle. Officer Sweaney said regarding the Employee Training Contracts, Chief Matthews feels that the departmental required training for the officers should not be a contractual agreement, but said if it benefits the officer more than the City it should be contractual.

City Hall - City Clerk Christine Martin gave report to the Board and said letters have been sent out to businesses that have not come in to get their Business License giving them until March 19, 2010. There are still 11 businesses that have not complied as of yet. Dyer Rents will be at the next meeting to apply for a new Business License at the next Board Meeting because they are under new ownership. City Clerk Christine Martin said she spoke with Mary Wilson of MODOT regarding Highway 70 Annexation and they have officially approved the Petition for Annexation. Mary Wilson said that she sent it to their Maintenance Department on January 21st to have the City limit signs moved showing the annexed City Limits. Ms. Wilson said she will contact the Maintenance Department again and let me know when it will be done.

Treasurer Report - Karen Girondo gave Report and said February financials were on the table. Karen said she has been busy scanning and emailing all of the information that was requested by the Auditors. The Auditors will be here on Monday March 22 through Friday, April 2nd.

Economic Development - Karen Girondo said Labor Market Surveys have been sent out to the major businesses in Wright City along with businesses in Warren, Lincoln, Montgomery and Franklin Counties. It is an electronic survey that can be done online and we should have the results back by the end of Summer. Karen reminded everyone they should have received their invitations for the Wright City Area Chamber of Commerce Annual business Breakfast which will be held on Tuesday, March 30 at 7:00 am at the Wil Heiliger Activity Building.

Review/Approval of Bills

Alderman Schuchmann made a motion to approve the Bills. Alderman Reynolds seconded it and the motion unanimously carried.

Final Questions - Matt Kaatman asked for status of Stuermann Road and asked why it was off the agenda. Alderman Schuchmann explained there was nothing new to discuss on it at this time. He stated the Board did have a meeting on Wednesday night and the City is working on it. Alderman Abercrombie told Mr. Kaatman that the Board members are trying to find a solution to this and it is not going to happen overnight. Mr. Kaatman said they appreciate any news they can get. Alderman Schuchmann said they hope to have some information to provide on it within the next three months

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 as allowed pursuant to the exception of the provisions of Section 610.o21(1) RSMo. Alderman Reynolds seconded it and roll call was taken

Alderman Black	Yea	Alderman Schuchmann	Yea
Alderman Reynolds	Yea	Alderman Abercrombie	Yea

The motion carried.

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

Alderman Black	Yea	Alderman Schuchmann	Yea
Alderman Reynolds	Yea	Alderman Abercrombie	Yea

The motion carried.

Adjournment - Alderman Schuchmann made a motion to adjourn the meeting at 8:00 pm. Alderman Reynolds seconded it and the motion unanimously carried

Approved_____

Attested_____