

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

Signed in Attendance: Angie Reynolds, A.J. Girondo III, of Cochran Engineering, Doug Wideman of Syndicated Solar, Jim Mikel and Brad Foster of the Spirit Foundation, Jason Amelong, and Rhiannan and Steve Oshia of Ashford Motors

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

Staff and Others Present: Superintendent Larry Janish, City Clerk Christine Martin, Treasurer/Economic Developer Karen Girondo, Park Board Director Curt Kehoe, City Attorney Paul Rost, Police Lt. Matthew Eskew, 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, Smith and Toothman present. The City Clerk reported the Mayor and four (4) Board Members present.

Pledge of Allegiance

A.J. Girondo led everyone in the Pledge of Allegiance

Meeting Minutes

Minutes from Board Meeting of February 28, 2013 - Alderman Schuchmann made a motion to approve the minutes from the Board of Alderman Meeting of February 28, 2013. Alderman Toothman seconded it and the motion unanimously carried.

Minutes from Special Board Meeting of March 12, 2013 - Alderman Smith made a motion to approve the minutes from the Special Board of Alderman Meeting of March 12, 2013. Alderman Toothman seconded it and the motion unanimously carried.

Approval of Financial Reports – Alderman Schuchmann made a motion to approve the 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 Hearing – None

Recommendations from Planning & Zoning – None

Old Business

Spirit Foundation/Ameren – Lighting for City Hall - Jim Mikel and Brad Foster of the Spirit Foundation were present to show the Board the new LED Lights that they proposed to install. The first light fixture was called a #LL-175 and does not contain any glass. It replaces street lights and building lights that are 175 or 400 watts. The new #LL-175 drops the watts for a street light down to 55 watts, lasts about 28 years, and has a 5 year warranty on it. The savings per year on the #LL-175 is about \$240 per year and the #LL-175 costs \$350 each. The second larger light fixture was 17 watts with one strip and increases to 34 watts with two (2) lights strips installed in it. Karen Girondo informed Mr. Mikel that the City does not own any street lights, only the decorative street lights. They are owned by Ameren, but the City pays a monthly flat rate for each street light. Doug Wideman of Syndicated Solar said his company generally installs solar for less than \$4 per watt. Mr. Mikel said he would install a light for the City at no charge so that the Board can see the difference. City Clerk Christine Martin said there is an area in the vault where a light is not working and a new one is needed. Mr. Mikel said he would love to install that light, but said it would be about two weeks. Alderman Schuchmann said he would like to see a light installed there with two strips. Mr. Mikel said he would like to have a long-term manufacturing hub here in Wright City.

Ameren’s Proposal for Lighting – Treasurer Karen Girondo said there will be some changes to Ameren’s proposal and will need to be postponed. Alderman Schuchmann made the motion to postpone this agenda item until a new proposal is submitted. Alderman Rowden seconded it and the motion unanimously carried.

Request for Reconsideration for Application for Conditional Use Permit from Rhiannan and Steve Oshia (Ashford Motors) for Automotive Sales and Service – 653 West Service road North – Rhiannan and Steve Oshia of Ashford Motors were present and said they made changes to the original plan and asked the Board for reconsideration of their decision on the Conditional Use Permit. Rhiannan Oshia said they are working with Landmark Engineering for a site plan for water retention and to be able to build the lot up so they will be able to pull cars inside the building. He said the third bay on the west end of the building will remain a dock and they will be building the ground up 18 inches to use the other bays for vehicles. He was told by the engineer that it will not change water run-off at all. Rhiannan Oshia stated the area where the cars will be parked in front and next to the building will remain the same elevation as it is now. Mr. Oshia said eventually, within a year or so, the area in between the dock and the front paved parking area will be paved. Alderman Schuchmann asked about the area to the west and Mr. Oshia said eventually in the future he would like to pave that west side. Alderman Schuchmann asked Mr. and Mrs. Oshia if they understood that each time they grow they will be limited to parking the cars on the hard surface and that no parking will be allowed on gravel or grass. Mrs. Oshia said gravel may be used for moving cars in and out, but agreed there would be no overnight parking on any surface other than hard concrete or asphalt surfaces.

Alderman Schuchmann made the motion to approve their request for a Conditional Use Permit based on the agreement discussed that parking will only be on hard

surface and the area left graveled will be used for short term maneuvering of vehicles only and the Conditional Use Permit be for a period for one (1) year and the applicant will be required to come back to the Board of Aldermen to be reviewed. Alderman Smith seconded it and the motion unanimously carried.

New Business

Utility Billing Balance Adjustment Report for February – Alderman Toothman made a motion to approve the Utility Billing Balance Adjustment Report. Alderman Smith seconded it and the motion unanimously carried.

Payment Agreement Status - Alderman Schuchmann made a motion to approve the Payment Agreement Report, but to follow up on Account #300079006, and if not paid, it should be included with the other disconnects. Alderman Rowden seconded it and the motion unanimously carried.

Training – (NFIP) National Flood Insurance Program – Superintendent Larry Janish explained to the Board that the City should have a NFIP Representative for the City and stated he would like to send Harry Harper, as the training is free and Harry has attended some previous NFIP Training. Alderman Schuchmann made a motion to approve sending Harry Harper to NFIP training. Alderman Rowden seconded it and the motion unanimously carried.

Destruction of City Records – Alderman Rowden made a motion to approve Destruction of City Records as submitted. Alderman Toothman seconded it and the motion unanimously carried.

Utility Billing Disconnect Hearing – Mayor Heiliger opened the hearing. There were not comments or questions and Mayor Heiliger closed the hearing. Alderman Schuchmann made a motion to proceed with disconnects per City Ordinance. Alderman Toothman seconded it and the motion unanimously carried.

Court Training – City Clerk Christine Martin explained that this is the Annual MACA Training and at this time we do not know what the City of Pasadena, where Court Clerk Laura Brown also works, will contribute. City Clerk Christine Martin stated there is money in the budget for the training. Alderman Schuchmann made a motion to approve the training for the Court Clerk. Alderman Rowden seconded it and the motion unanimously carried.

Hiring Part-time seasonal Park Staff – Curt went over some personnel changes. He asked to keep Vickie Creech on staff working minimum hours and hire new employee, Kristen Washington, as a part-time Program Coordinator at \$10.00 per hour, hire new employee, Kyle Christopher, as a new Umpire at \$20 per game. Curt also said he would like to provide the returning umpires from last year with a \$5.00 per game raise. Those umpires are Dallas Deroy, Austin Marsh, Morgan Lewis, Mark Fox and Brittany Orf. All other returning umpires, Dave Lewis, Greg Hobush, Katelyn Christopher, Tim O’Neal, Megan Christopher, Stuart Bruning, and Todd Hamlett, will be paid \$25 per game. Alderman Schuchmann asked Treasurer Karen Girondo if

additional part-time employees affect the City's insurance rates. Karen Girondo said she believes it only affects Workman's Comp, but will check on it. Mayor Heiliger made a recommendation to hire the additional Staff, as submitted. Alderman Schuchmann made a motion based on the Mayor's recommendation to approve hiring the additional part-time park staff, as submitted. Alderman Rowden seconded it and the motion unanimously carried. Alderman Schuchmann informed Curt that it will require revisiting if the additional staff affects the insurance rates.

Bids on Ball Equipment – Curt Kehoe went over the baseball uniform and equipment bids and announced that the Elks Club made a huge donation to Wright City's Ball Program and said he will be sending them a letter thanking them. There was approximately \$5,000 worth of equipment that was split between Warrenton and Wright City. Curt said his baseball order is half of what it was last year, due to the fewer number of teams we have and what was donated to the program. He said with Rawlings and the Elks Club possibly donating some uniform pants, the amount requested may go even lower. Alderman Schuchmann made a motion to approve the bids for the Ball Uniforms and Equipment. Alderman Smith seconded it and the motion unanimously carried.

Utilities Payment Agreement Request - Account 400173005 The Board discussed the request. Alderman Toothman made a motion to approve the request with the change that the customer be required to pay \$20 every two weeks in addition to the current utility bill. Alderman Schuchmann seconded it and the motion unanimously carried.

Utilities Payment Agreement Request - Account 300062003 – City Clerk Christine Martin explained that the customer wants to continue the agreement to pay at the end of this month and at the end of next month so he can get his account to the point where it is paid up ahead of time. Alderman Schuchmann made a motion to approve the request to be reviewed the first meeting of June. Alderman Smith seconded it and the motion unanimously carried.

Blue and Gold Donations - Treasurer Karen Girondo explained that Blue and Gold always asked if there is something the City can donate, however the City can't donate anything with Tax Payer's money. She said the School District auction's off naming rights to their Gym, Ball Field, and to the School's Road to get money raised for the Scholarship Fund. Karen said she was talking to Curt and suggested auctioning off the two (2) ball diamonds at Ruge Park. She said Curt may have someone that would be willing to sponsor the ball field and put the lighting up, so he did not want to jeopardize that, and suggested the Diekroeger Park Pavilion. Mayor Heiliger said he talked to the possible sponsor and was not positive it will all happen this year. Alderman Schuchmann suggested just offering Diekroeger Park Pavilion this year. Alderman Schuchmann made a motion to approve offering the naming rights to Diekroeger Park Pavilion for one (1) year at the Blue and Gold Auction. Alderman Smith seconded it and the motion unanimously carried.

Ordinance/Resolutions

Resolution #09-13 was presented to the Board. Resolution #09-13 was read by title. A RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT BETWEEN THE CITY OF WRIGHT CITY AND COCHRAN ENGINEERING FOR CONSULTANT SERVICES FOR THE BELL ROAD SIDEWALK PROJECT. Alderman Toothman made a motion to approve Resolution #09-13. Alderman Smith seconded it and the motion unanimously carried. Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	Yea
Alderman Toothman	Yea	Alderman Rowden	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 and then duly signed and becomes Resolution #09-13 of the City of Wright City, Missouri.

Resolution #10-13 was presented to the Board. Resolution #10-13 was read by title. A RESOLUTION ESTABLISHING A POLICE DEPARTMENT K-9 OPERATIONS POLICY MANUAL FOR THE CITY OF WRIGHT CITY POLICE DEPARTMENT. Alderman Toothman made a motion to approve Resolution #10-13. Alderman Schuchmann seconded it and the motion unanimously carried. Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	Yea
Alderman Toothman	Yea	Alderman Rowden	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 and then duly signed and becomes Resolution #10-13 of the City of Wright City, Missouri.

Reports

Park – Park Director Curt Kehoe gave his report to the Board. He said in addition to the other donations, enough batting helmets were donated that he may not need any for the next couple of years. There were balls and gloves also donated. Curt asked everyone to thank an Elks Club Member if they knew one. The numbers are down a bit, as they only have 230 kids signed up compared to over 300 last year. Curt told everyone that if they knew of a child in need of baseball equipment for them to contact him. He said Doug Nordwald from Gastorf called for him to pick up the information for the Chevy baseball program. Curt said they are now working on the Adult and Kid’s Easter Egg Hunt.

Public Works - Superintendent Larry Janish gave report to the Board. He stated that they had a full DNR water inspection this week. DNR inspected the towers, well houses, and water pump stations and will be submitting a list of violations to the City. He said they suggested purchasing some no-spill chlorine tanks for the well houses, which will cost about \$800. Larry said he has enough money in his budget for them.

He said Nathan Rohr had everything for the last five (5) years that was required and DNR stressed that one of the most important aspects is record keeping. Larry Janish talked to them about Well #1 and discussed abandoning it. Larry Janish said there is a set of rules and regulations the City can follow to abandon it. The casing would have to be removed. He said he will research it more and get back to the Board. Larry Janish discussed Sirens and will meet with 911 Communications on Friday to see if they are following the correct procedure. If they are not, he will have Fred of Gateway Instrument come out next week. His guys spent a few hours on Highway 'J' on Godt Road with a water break. They were also called by the Police Department to remove some Graffiti and they are still working on it.

Building Official – Superintendent Larry Janish provided the Board with report on new home building permits issued. Five (5) new home permits were issued to date and a Miscellaneous Building Permit was issued on Turkey Run Court for a basement refinish, three (3) sign permits for Frenchy's, Purple Wave for Mr. McMullen's property alongside the highway, and for Warren County Health Fair. There was one (1) Mobile Home Permit. There were six (6) residential occupancy inspections and there are 23 violations outstanding for the City.

Police – Lt. Matt Eskew gave report to the Board. He stated that Officer Ryan did a great job tracking the three (3) suspects involved with the graffiti and they were juveniles. The Police Department had 502 calls for service resulting in 24 incident reports. Lt. Eskew also provided stats from the Detective Bureau.

Lt. Eskew stated that Chief Saulters is also requesting that Chris Komansinski be changed from a Reserve Officer to a Part-Time Police Officer. Mayor Heiliger made a recommendation to change Chris Komansinski to Part-Time Police Officer status at the part-time pay of \$11.75 per hour. Alderman Schuchmann made a motion to accept the Mayors recommendation to change Chris Komansinski to Part-Time Police Officer status at the part-time pay of \$11.75 per hour. Alderman Rowden seconded it and the motion unanimously carried. Lt. Eskew stated that Hawk Point Police Department is in need of some equipment that the Wright City Police Department has. He said they have two shot gun racks, which gives them one (1) spare. City Attorney Paul Rost stated there is no issue of donating it, since it is another municipality.

Alderman Schuchmann made a motion to transfer one (1) shot gun rack to the Hawk Point Police Department for the sum of one dollar (\$1). Alderman Rowden seconded it and the motion unanimously carried. Lt. Eskew also gave report on traffic stops. From 5/11/2012 to 3/06/2013 there have been 2,155, total warnings have been 1,321, total citations have been 834, and citations issued on Interstate 70 have 163, total traffic stops on surfaces of City streets have been 2,037, and traffic stops on Interstate 70 have been 118. He said 61.3 percent of traffic stops resulted in a warning, 38.7 percent of the traffic stops have resulted in a citation and 19.5 percent of the citations have been issued on the Interstate. In addition, from 1/1/2012 to 12/1/2013 on Bell Road there were 271 traffic stops resulting in 104 citations.

City Hall – City Clerk Christine Martin gave report to the Board. Pending Business Licenses were Ashford Motors and an application for a Business License for an Antique Mall in the old "R & R" Restaurant building. A License was issued for Frigid Logistics for the former "Hawkeye Building" and of the 88 Renewal Licenses, 74 Licenses were issued. She reviewed the items from the walk-through inspection by Service Master with Larry Janish. Curt Kehoe also received a copy of the report for his buildings. Service Master also wants to know if we want to include the other park

buildings for a walk through. The Board agreed. For Cemetery, there will be a burial in the Wright City Cemetery for an Edward LaPointe and the next Memorial Society Meeting will be April 5th. City Clerk Christine Martin thanked everyone for the flowers sent for her brother-in-law.

Treasurer/Economic Development – Treasurer Karen Gironde gave report to the Board. She told the Board that the Auditors were at City Hall last week. There were four (4) representatives from the firm at City Hall from Monday through Wednesday. She said she is now answering their emails on additional questions. The actual Audit Report will probably not be done until May or June. She told the Board that sales tax is down. The bidding of the City’s Insurance has been taking a lot of time, which there are three (3) insurance agencies bidding on it. Sealed Bids are due March 27th. Under economic development, she informed the Board she attended the ECMODEV meeting today. They worked on “Locators at the Lake” and are sponsoring two (2) people to attend that event. Karen thanked everyone for attending the Business Breakfast on March 13th.

Review/Approval of Bills

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

Final Questions – Mr. Mikel said he just wanted to make it a part of the record that the Board was okay with the presentation and installing a light at no charge with two strands on it. He said they will continue with other assessments in the City by the Spirit Foundation and with solar assessments

Adjournment – Alderman Toothman made the motion to adjourn the meeting. Alderman Rowden seconded it and the motion unanimously carried.

Approved _____

Attested _____