

**City of Wright City  
Board of Aldermen Meeting Minutes  
Thursday, April 9, 2015**

**Signed in Attendance:** None

**City Official Attendance:** Mayor Heiliger, Alderman Schuchmann, Alderman Bruce, Alderman Toothman, 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, 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, Toothman, and Bruce present. The City Clerk reported the Mayor and four (4) Board Members present.

**Pledge of Allegiance**

Mayor Heiliger led everyone in the Pledge of Allegiance

**Approval of Minutes**

**Minutes from Board Meeting of March 26, 2015** – Alderman Rowden made a motion to approve the minutes from the Board of Aldermen Meeting of March 26, 2015. Alderman Toothman seconded it and the motion unanimously carried.

**Approval of Financial Reports** – Alderman Schuchmann made a motion to approve the Financial Reports for March. Alderman Bruce 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 - None**

**New Business**

**Proclamation** – Mayor Heiliger stated this will be moved to the next meeting.

**Appointments to Planning & Zoning Commission and Board of Adjustment** – Mayor Heiliger recommended reappointing Roland Niemann and Bill Schaffer to Board of

Adjustment. Alderman Schuchmann made a motion to accept the Mayor's recommendation to reappoint Bill Schaffer and Roland Niemann to Board of Adjustment. Alderman Toothman seconded it and the motion unanimously carried. Planning & Zoning Appointments will be continued to the next meeting.

**Special Permit Request – Harris Automotive** – Dennis Harris of Harris Automotive was present and asked for a Special Permit for the DARE Rod Run Cruise/Show and for the use of Diekroeger Park for a Car Show. Dennis Harris said he plans to change the food some to possibly make more profit for the fundraiser. Alderman Schuchmann made a motion to approve the Special Permit for July 10<sup>th</sup> from 6:00 pm to 9:00 pm. Alderman Bruce seconded it and the motion unanimously carried.

**Utility Billing Adjustment Report - March** – Alderman Rowden made a motion to accept the Balance Adjustment Report. Alderman Toothman seconded it and the motion unanimously carried.

**Parks – Hiring Seasonal Part-time** – Park Director Curt Kehoe asked to hire a part-time seasonal employee for the concession stand, Joseph Elijah Purl, at the rate of \$7.65 per hour. Mayor Heiliger made a recommendation from Curt's recommendation to hire Joseph Elijah Purl as a part-time seasonal employee for the concession stand at the rate of \$7.65 per hour. Alderman Schuchmann made a motion based on the Mayors recommendation to hire a part-time seasonal employee for the concession stand, Joseph Elijah Purl, at the rate of \$7.65 per hour. Alderman Rowden seconded it and the motion unanimously carried.

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

**Public Works – Training Request** – Superintendent Larry Janish asked for permission for him and Kenny Robinett to attend a two-day class on April 13<sup>th</sup> and 14<sup>th</sup> in Hannibal, Missouri, which will count as needed credit hours. The class is on Pump & Motor Maintenance. The cost will be \$260 for two days for both to attend, with the food included. Alderman Schuchmann made a motion to approve the training request. Alderman Bruce seconded it and the motion unanimously carried.

**City Hall Copier Bids** – Treasurer Karen Girondo discussed the copier bids received, which were in the packets. She mentioned she has also been talking to Ken Williams, the City's IT person since it will be hooked up to the network to use as a printer and scanner. She said all of the quotes received for copiers met the qualifications. Karen recommended going with Copying Concepts, the same company that we had purchased the existing copier from over ten years ago. The City has a good track record with them and always had a good response from them for service. The bid for a copier and maintenance agreement from Copying Concepts was the lowest, with a cost of \$2503 for the copier purchase. They bill for excess copies on a quarterly basis. Karen explained that it will also take the card stock needed for printing water bills. Alderman Schuchmann suggested retaining the old copier until it quits, and to discontinue the maintenance agreement. The City will just need to purchase the toner for the old copier. Alderman Schuchmann made a motion to accept the bid from Copying Concepts for a new copier for \$2503. Alderman Rowden seconded it and the motion unanimously carried. Alderman Schuchmann made a motion to approve Treasurer Karen

Girondo to sign the Maintenance Agreement. Alderman Rowden seconded it and the motion unanimously carried.

**Real-Estate Proposal** – Treasurer Karen Girondo discussed Real-Estate Proposals to send out for City Property (Big Boys Property). Karen asked if it should be non-public bid opening, meaning she would open the bids and bring the results to the Board, or go with a public bid with opening the bids at a regular Board of Alderman meeting. She asked if the proposals should just be for property for sale or for a long-term lease and the Board asked for it to be both ways. She also asked if the City should ask for an estimated value in the proposal and City Attorney Paul Rost suggested to just ask that information from the bidder that is awarded the proposal. Karen Girondo stated she will start on sending the proposals out, with the changes.

**Request for Adjustment – Account #50020102** – Karen explained that it was a data entry error with too many zeros, as it was for one of the few manual read meters left in the City. Alderman Schuchmann made a motion to approve the adjustment. Alderman Rowden seconded it and the motion unanimously carried.

**Police Department Cell Phone** – Police Chief Matthew Eskew asked the Board for permission to cancel the cell phones with Verizon, as they are not using them as much as expected and there is no contract or early termination fees. Chief Eskew said he would like to add two (2) phones to the AT&T Plan, which will include unlimited talk and text. The Verizon phones cost about \$240 per month and the phones added to the existing AT&T Plan will cost about \$60 per month, after the initial cost of \$100 to \$150 for the new phones. Alderman Schuchmann made a motion to follow Chief Eskew’s recommendation to discontinue the Verizon phones and to add two phones to the AT&T Plan. Alderman Bruce seconded it and the motion unanimously carried.

**Payment Agreement Request – Account 100341001** – Alderman Toothman made a motion to approve the payment agreement request with a payment of \$40 every two weeks. Alderman Rowden seconded it and the motion unanimously carried.

**Ordinance/Resolutions**

**Bill #13-15 Ordinance** – An Ordinance was read by title. AN ORDINANCE AMENDING SCHEDULE VI OF TITLE III OF CHAPTER 365 OF THE WRIGHT CITY MUNICIPAL CODE PERTAINING TO STREETS WHERE PARKING IS PROHIBITED. Alderman Schuchmann made a motion to read Bill #13-15 a second time by title. Alderman Toothman seconded it and the motion unanimously carried. After the second reading, Alderman Schuchmann moved that Bill #13-15 be placed upon final passage. Alderman Toothman seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #13-15 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Bruce	Yea
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 #848 of the City of Wright City, Missouri.

**Bill #14-15 Ordinance** – An Ordinance was read by title. AN ORDINANCE AMENDING SCHEDULE VI OF TITLE III OF CHAPTER 365 OF THE WRIGHT CITY MUNICIPAL CODE PERTAINING TO STREETS WHERE PARKING IS PROHIBITED. Alderman Schuchmann made a motion to read Bill #14-15 a second time by title. Alderman Bruce seconded it and the motion unanimously carried. After the second reading, Alderman Schuchmann moved that Bill #14-15 be placed upon final passage. Alderman Rowden seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #14-15 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Bruce	Yea
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 #849 of the City of Wright City, Missouri.

## Reports

**Park** – Park Director Curt Kehoe was present and reported to the Board.

Ball Leagues – All the uniforms are in and the managers will pick them up Saturday. He said games start on April 13<sup>th</sup> and they are at the 300 kid mark for ball sign-ups. Curt said they are turning kids away for signing up.

**Public Works** – Superintendent Larry Janish reported to the Board. He stated they had to remove the generator at Falcon’s Crest that runs the water pumping station and lift station. Larry Janish explained the problem was caused by condensation that builds up in the winter months and the condensation freezes on the oil pump screen, which causes it not to circulate. Due to the problem, the motor spun three bearings and they are waiting for CK Power Products to finish the rebuild on the motor and test the generator. Larry Janish said they will install dipstick heaters on all of the generators to prevent future problems.

**Building Official** – The report was included in the Board Packet.

**Police** – Chief Eskew was present and reported to the Board and said they had 528 calls for service, with 27 incident reports since the last meeting. Some reports included fugitive arrests, disorderly conduct, illegal dumping, distribution of illegal narcotics, burglary, and a sexual assault. Chief Eskew discussed the new patrol cars and said they are here and are getting equipment installed. The cars should be on the road within the next two weeks.

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

New Business Licenses Issued – None issued. Pending was Fireworks Fanatics for Temporary Fireworks Sales is pending Board Approval for 277 E. Service Road North.

Business License Renewals – 92 issued with two (2) licenses pending tax information.

Conditional Use Permits – pending was Meramec Specialty Fireworks for Temporary Fireworks Sales and James Scott for a U-Haul Dealership both scheduled for April 20<sup>th</sup> at the Planning Zoning Meeting.

Cemetery – There were no burials in the last two weeks.

Wright City Community Cleanup Day – Mailed out letters to Businesses and Non-Profit Organizations last week, which generated already having volunteers scheduled and donations for helping with the cleanup.

**Treasurer/Economic Development** – Treasurer Karen Girondo was present and reported to the Board.

Treasurer - She said March Financial Reports were in the packet. She said all of expenditures look good and are at or a little below budget. There are three accounts slightly above budget and they are Park due to the debt principal payment that was paid, street lights due to Highway 'H' new street light, and sewer due to the purchase of the sewer machine. Sales tax collections are ahead of last year at this time.

Community Cleanup Day – Karen said the plans are for volunteers to pick up trash, paint fire hydrants, etc. She said the National Honor Society, the Student Council, and some other school clubs are coming with Sue Wright to help out. There should be plenty of help.

Sidewalks – Bell Road & Wildcat Drive Federal Funds have been obligated and Cochran is aware of it so they can get it scheduled.

Water Line – The Construction Permit Application for the Westwoods Road Water Line was signed and delivered to Lewis-Bade and is being submitted to DNR. The plan is to go out for bids by the end of the month and hopefully award a contract in May. Larry Janish explained that the water line will be replaced on Westwoods Road, from the east end of Westwoods Road west 250 feet, crossing the road to the south side of Westwoods Road to Aster Drive. He said they hoped to get into that subdivision to replace the remaining water lines. Larry Janish mentioned that they also need to work on replacing the water valves in the Downtown area. Larry said in the future they need to jump another water line across the interstate to make a connection from the Industrial Park to Forest Lake Subdivision.

Police Cars – The Promissory Note on the cars and cameras was closed on April 1<sup>st</sup>. The cameras were paid for and the money is sitting at FMB for the cars, waiting for delivery and to be invoiced.

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

### **Final Questions – None**

**Vote to go to Closed Session - 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; Legal actions, causes of action, litigation or privileged communications between the City's representatives and its attorney (610.021(1)); and Leasing, purchasing, or sale of real-estate (610.021(2)); hiring, firing, disciplining or promoting employees (610.021(3)). Alderman Rowden seconded it and roll call was taken:

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

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	Yes	Al-
derman Bruce	Yea	Alderman Rowden	Yes	

The motion carried.

**Adjournment** – Alderman Schuchmann made the motion to adjourn the meeting at 8:20 pm. Alderman Rowden seconded it and the motion unanimously carried.

Approved \_\_\_\_\_

Attested \_\_\_\_\_