

**City of Wright City
Board of Aldermen Meeting Minutes
Thursday, May 26, 2016**

Signed in Attendance: Kerry Lambright, Tom Dixon, Scott Schroeder, and Don Reed.

City Official Attendance: Mayor Heiliger, Alderman Dixon, Alderman O'Connor, Alderman Rowden and Toothman were present.

Staff and Others Present: City Clerk Christine Martin, Treasurer Karen Girondo, City Attorney Paul Rost, Police Lt. Tim Matthews, Superintendent Larry Janish, Park Director Curt Kehoe, and 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 Dixon, O'Connor, Rowden and Toothman present. The City Clerk reported the Mayor and four (4) Board Members present.

Pledge of Allegiance

Lt. Tim Matthews led everyone in the Pledge of Allegiance.

Approval of Minutes

Minutes from Board Meeting of May 12, 2016 – Alderman Rowden made a motion to approve the minutes from the Board of Aldermen Meeting of May 12, 2016. Alderman O'Connor seconded it and the motion unanimously carried.

Approval of Financial Reports – None

Responses to previous comments/concerns – None

Open meeting to public comments/concerns - None

Public Hearing – None

Recommendations from Planning & Zoning

Application for a Conditional Use Permit from Reed's Rockets to operate a Temporary Fireworks Stand at 425 W. Service Road North – Alderman O'Connor made a motion to accept the Planning & Zoning Commission's recommendations to approve the Conditional Use Permit, with the stipulation they comply with the same sign requirements placed on them the previous year. Alderman Dixon seconded it and the motion unanimously carried.

Application for a Conditional Use Permit from Meramec Specialty Company (Fireworks City to operate a Temporary Fireworks Stand at 209 E. Service Road North – Alderman Rowden made a motion to accept the Planning & Zoning Commission's recommendations to approve the Conditional Use Permit, with the stipulation they comply with the same sign

requirements placed on them the previous year. Alderman O'Connor seconded it and the motion unanimously carried.

Old Business - None

New Business

Special Permit – Mikey's Pour House – City Clerk Christine Martin stated the applicant wished that their request be postponed to a future meeting

Cancelling/Rescheduling of a Board Meeting for June – Alderman Dixon made a motion to reschedule the Board meeting of June 9th to June 2nd. Alderman Toothman seconded it and the motion unanimously carried.

2016 GO Bonds – Joy Howard, Financial Advisor, was present to discuss the 2016 GO bonds and congratulated the Board on success of the election. She said all of the paperwork has been done and a request for proposals for rates was sent out for the General Obligation Bonds, for which four (4) were received. Joy Howard explained the G-17 Letter attached that must be approved by the Board of Alderman. Karen Girondo also explained that First Bankers Banc has been the City's underwriter for Bonds from 1992 to 2012.

2015 Draft Audit – Treasurer Karen Girondo went over the 2015 Draft Audit and the Management Response Letter to the Auditor. She asked for questions and Alderman Toothman asked about Park receipts. Karen stated that issue has already been taken care of. Alderman Rowden made a motion to approve the 2015 Draft Audit. Alderman Toothman seconded it and the motion unanimously carried.

2017 City Insurance – Treasurer Karen Girondo asked the Board if they wanted to continue with MOPERM, an insurance pool. The City must rebid insurance every five (5) years. Alderman Rowden made a motion to continue with MOPERM. Alderman O'Connor seconded it and the motion unanimously carried.

Request for Human Resources Training for Denise Queen – Treasurer Karen explained the training. Alderman Rowden made a motion to approve the training for Denise for Human Resources. Alderman Dixon seconded it and the motion unanimously carried.

Hiring of Public Works Employees – Superintendent Larry Janish recommended hiring Sean Olsen as full-time at the rate of \$13.00 with a 90 day probation period, pending a background check. Mayor Heiliger made a recommendation based on Larry's recommendation to hire Sean Olsen as full-time at the rate of \$13.00 starting Tuesday with a 90 day probation period, pending a background check. Alderman Rowden made a motion based on Mayor Heiliger's recommendation to hire Sean Olsen as full-time at the rate of \$13.00 with a 90 day probation period, pending a background check. Alderman Dixon seconded it and the motion unanimously carried.

Payment Agreement Status Report – Alderman Toothman said he felt that the pay agreement on Account ending in #9004 should be discontinued. The Mayor asked if the resident could be called. Alderman Rowden made a motion to postpone the decision on this account until June 2nd. Alderman O'Connor seconded it with Aldermen Rowden, Dixon and O'Connor voting yes and Alderman Toothman voting no. The motion carried.

Vacation Carryover – Public Works – Superintendent Larry Janish asked to carry over 112 hours of vacation until October 15th. **UB Balance Adjustment Report – April** – Alderman Rowden made a motion to approve the carryover until October 15th. Alderman Dixon seconded it and the motion unanimously carried.

UB Payment Agreement Request - Account #201511701 – Alderman Rowden made a motion to postpone the agreement to give Larry time to investigate the water use. Alderman Toothman seconded it and the motion unanimously carried.

Ordinance/Resolutions

Resolution #19-16 – A RESOLUTION ACCEPTING A PROPOSAL FOR UNDERWRITING SELECTING FIRST BANKERS BANC SECURITIES, INC. AS UNDERWRITER IN CONNECTION WITH THE ISSUANCE BY THE CITY OF ITS PUBLIC FACILITIES GENERAL OBLIGATION BONDS SERIES 2016; AND ACKNOWLEDGING CERTAIN DISCLOSURES PURSUANT TO M SRB RULE G-17. Alderman Toothman made a motion to approve Resolution #19-16 by title. Alderman Dixon seconded it and the motion unanimously carried. Roll was taken with the following vote:

Alderman O'Connor	Yea	Alderman Rowden	Yea
Alderman Toothman	Yea	Alderman Dixon	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 #19-16 of the City of Wright City, Missouri.

Resolution #20-16 – A RESOLUTION AMENDING THE ACCOUNTING CONTROL AND ACCOUNTABILITY POLICY FOR THE CITY OF WRIGHT CITY'S ASETS. Alderman Toothman made a motion to approve Resolution #20-16 by title. Alderman Dixon seconded it and the motion unanimously carried. Roll was taken with the following vote:

Alderman O'Connor	Yea	Alderman Rowden	Yea
Alderman Toothman	Yea	Alderman Dixon	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 #20-16 of the City of Wright City, Missouri.

Bill #21-16 Ordinance – An Ordinance was read by title. AN ORDINANCE OF THE CITY OF WRIGHT CITY AUTHORIZING CONDEMNATION OF CERTAIN INTEREST IN REAL PROPERTY LOCATED IN THE CITY OF WRIGHT CITY, MISSOURI, FOR THE PURPOSE OF SECURING A PERMANENT EASEMENT AND A TEMPORARY CONSTRUCTION EASEMENT NECESSARY FOR THE CONSTRUCTION OF SIDEWALKS ALONG BELL ROAD. Alderman O'Connor made a motion to read Bill #21-16 a second time by title. Alderman Toothman seconded it and the motion unanimously carried. After the second reading, Alderman Rowden moved that Bill #21-16 be placed upon final passage. Alderman Toothman seconded it and the motion unanimously carried. Mayor Heiliger then

put the question “Shall Bill #21-16 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Dixon	Yea	Alderman Rowden	Yea
Alderman O'Connor	Yea	Alderman Toothman	Yea

The Bill having the majority vote of the members present was adopted. Said Bill was there-upon presented to the Mayor and President of the Board for their signatures and approval and then duly signed and becomes Ordinance #884 of the City of Wright City, Missouri.

Reports

Park – Park Director Curt Kehoe was present and reported to the Board. He said the Farmers Market is going on and it is mostly the Crafters at this time. The Flag Retirement Ceremony is June 18th at 11:00 am. The Boy Scouts, Girl Scouts, and the 4-H Group will be there to help out. This Saturday is “Wright City Night at the Ball Park” at Car Shield Field for the Rascal’s Game featuring Super Hero’s Night. The tickets are \$9 each. He has a lot of planting going on and said they will have flowers at the 4-way intersection.

Public Works – Superintendent Larry Janish did not have a report, but had something for closed session.

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

Police – Lt. Matthews was present and reported to the Board and said they had 692 calls for service, with 31 incident reports since the last meeting. Some reports included distribution in narcotics cases, drug possession cases, DWI’s, domestic assaults, burglaries, and fugitive apprehension. They are slowly getting back to full manpower and they are working on training everyone. They two officers that will be going out on leave. The range training went well. The out of service police cars are being sold through GovDeals.com and will be listed by May 31st. Lt. Matthews discussed an award ceremony where Officer Ingrassia was recognized for his efforts in helping a suicidal victim.

City Hall – City Clerk Christine Martin reported to the Board. There were no new Business Licenses Issued – There have been two (2) inquiries for new business. One was a power washing business and the other was for Event Planning & Photography.

Renewals – 93 issued with one (1) applications pending tax information. New Business Licenses were issued to P&K Enterprises LLC for a resale shop at 100 W. 2nd Street West, Lewis Carriers Inc. for Over-the-Road used Equipment Sales at 221 W. Service Road North, and to Fireworks Fanatics for Temporary Fireworks at 277 E. Service Road North.

Conditional Use – James Scott to sell and display portable buildings, Bryan Mekan of B&Z Logistics, Inc. for a Truck Repair Facility at 100 Star Connection Road for the June 20th P&Z. Pending is Cheryl Lambright, 206 Freedom Lane for a Conditional Use Permit to have a home office.

Cemetery – Urn Burials were for Norman Mueller, Judy Flesch, and for Walter Williams. May 6th was a work day at the Cemetery organized by Marie Hollenbeck and Jerry Prouhet. Sue Wright got the Student Council to assist and Tina Lashley had the Strassenbash Queen Candidates come and help with cleaning, leveling and resetting stones that had fallen or were in need of repair.

Treasurer/Economic Development – Treasurer Karen Girondo was present and reported about the underwriting of the GO Bonds. A new special account must be set up for the Bonds. The due diligence on the building has been completed with an ordinance being presented at the June 23rd meeting to purchase the property and closing on the property the last week of June. The RFQ’s are due next Wednesday, June 1st by 5:00 pm. Karen discussed the Senate

Bill 5 that was passed last year and the requirements for it. The City send an A15-1 Form to the State Auditors to report what is collected in revenue, general revenue, and for minor traffic fine revenues, and what the percentages were. The Municipal Judge must also sign a certification that he is complying with the regulations of the new law. She said at this time it is not being enforced, but the City is going to continue with reporting.

Workman’s Comp Audit – The Audit was this past Monday and there will be an adjustment on the bill.

Meetings – She had the chance to talk to the Retired Teachers Association. She also attended the TAC Meeting to discuss the MODOT projects on their 5-year plan.

New Business – She was contacted by Josh Beck for a rental of a 5,000 sf building and the buyers of the Manchester Investor’s building will be helping them out.

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

Final Questions – Mayor Heiliger thanked the Police Officer for all of their service. Mayor Heiliger also wished Kerry Lambright, new Planning & Zoning Member, a happy birthday.

Vote to go to Closed Session - Executive Session - Alderman Dixon 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)), and hiring, firing, disciplining or promoting employees(610.021(3)). Alderman Toothman seconded it and roll call was taken:

Alderman Dixon	Yea	Alderman Rowden	Yea
Alderman O’Connor	Yea	Alderman Toothman	Yea

The motion carried.

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

Alderman Dixon	Yea	Alderman Rowden	Yea
Alderman O’Connor	Yea	Alderman Toothman	Yea

The motion carried.

Adjournment – Alderman Rowden made the motion to adjourn the meeting at 7:40 pm. Alderman Dixon seconded it and the motion unanimously carried.

Approved _____

Attested _____