

**City of Wright City
Board of Aldermen Meeting Minutes
Thursday, September 12, 2013**

Signed in Attendance: Sarah Branton, Angie Reynolds and Michael L. Smith. Chris Orlet from Warren County Record was also present.

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 Gironde, City Attorney Paul Rost, Pastor Joe Purl, Interim Police Chief Matthew Eskew, and Police Officer Jim Hepperman. Park Director Curt Kehoe was absent.

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

Officer Jim Hepperman led everyone in the Pledge of Allegiance

Approval of Minutes

Minutes from Board Meeting of August 22, 2013 - Alderman Schuchmann made a motion to approve the minutes from the Board of Alderman Meeting of August 22, 2013 with corrections. Alderman Toothman 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 – Picnic Liquor License for Lion's Club at Strassenbash – Michael Smith for the Lion's Club was present and said that they would like the language on the liquor license changed so that single cups of beer could leave the beer garden. Alderman Schuchmann said he would like to see no pitchers with alcohol in them outside of the beer garden. Interim Chief Matthew Eskew stated he could see with regulating the under-age drinking, but was willing to try it out this year. It was discussed that there should be no one under the age of 21 years allowed in the beer garden except only for the purpose of accompanying someone purchasing a single cup serving of beer. Alderman Schuchmann made a motion to approve the change allowing only single cups of beer to leave the beer garden with no pitchers to leave the beer garden with alcohol in them. Alderman Smith seconded it and the motion unanimously carried.

Public Hearing - None

Old Business

Street Creep – Lake Tucci Circle – The Board received the information received from the resident and said they would review it.

Petition for Safety Improvements - Superintendent Larry Janish said he checked prices for the manhole cover, lid, and frame, and the cost is about \$400. The Board of Aldermen asked Larry to proceed with the repair to the manhole on Indian Head Lodge Road due to it being a safety issue.

New Business

Proclamation – Constitution Week – Ms. Sara Branton was present. Mayor Heiliger read the Proclamation proclaiming September 17th through September 23 as “Constitution Week”.

Special Permit - Wright City Band Boosters – Alderman Rowden made a motion to approve the Special Permit to the Wright City Band Boosters for Saturday, September 14th. Alderman Toothman seconded it and the motion unanimously carried.

Special Permit - Nights of Columbus Fundraiser - Alderman Schuchmann made a motion to approve the Special Permit to the Knights of Columbus for Solicitation at Elm Street and Veterans Memorial Parkway on October 11th and 12th. Alderman Toothman seconded it and the motion unanimously carried.

2014 Employee Health Coverage – Selection of Offerings – Alderman Schuchmann made a motion to approve the selection of the PPO 600 Plan, the Basic Dental Plan and to select the same Vision Plan as we have in prior years. Alderman Rowden seconded it and the motion unanimously carried.

City of Truesdale – Request for support – Alderman Schuchmann said he was fine with supporting Truesdale. Alderman Schuchmann made a motion to draft a support letter. Alderman Rowden seconded it and the motion unanimously carried.

Vacation Carryover – Police Department – Interim Police Chief asked to carry over 13 hours of vacation. Alderman Rowden made a motion to approve the vacation carryover for no more than 30 days. Alderman Toothman seconded it and the motion unanimously carried.

Payment Agreement Status Report – Alderman Toothman stated that the second account on the list should be watched. Alderman Smith made a motion to accept the Payment Agreement Status Report. Alderman Toothman seconded it and the motion unanimously carried.

Request for Utilities Payment Agreement – Account 300127001 - Alderman Schuchmann made a motion to approve the Payment Agreement Request for Account #300127001. Alderman Rowden seconded it and the motion unanimously carried.

Utility Billing Balance Adjustment Report for August - Alderman Schuchmann made a motion to accept the Utility Billing Balance Adjustment Report for August. Alderman Toothman seconded it and the motion unanimously carried.

Request for Balance Adjustment – Acct #400026001 - Alderman Schuchmann made a motion to approve the Balance Adjustment for Account #400026001. Alderman Toothman seconded it and the motion unanimously carried.

Utility Billing Disconnect Hearing – Mayor Heiliger opened the Utility Billing Disconnect Hearing. There were no comments or questions. Mayor Heiliger closed the hearing. Alderman Schuchmann made a motion to proceed with Utility Billing Disconnects per City Ordinance. Alderman Smith seconded it and the motion unanimously carried.

2014 Budget Preparations – Treasurer Karen Girondo discussed preparing for the 2014 Budget and asked the Board whether they wanted to schedule the first meeting or wait until the Holiday meeting schedule was complete.

The Board discussed the Holiday Meeting schedule. Alderman Schuchmann made a motion to cancel the November 28th Board Meeting and move the December 26th Board Meeting to December 30th. Alderman Rowden seconded it and the motion unanimously carried.

Training Request – Economic Development – MEDC Fall Conference – Economic Developer Karen Girondo discussed the upcoming training for the MEDC Fall Conference and stated she had the funds in the budget for it. She stated she did not attend the fall 2012 or spring 2013 conferences. Alderman Toothman made a motion to approve the training request. Alderman Schuchmann seconded it and the motion unanimously carried.

Food Trucks – Fees for License – City Clerk Christine Martin said this was carried forward from the Workshop and the Board indicated they wanted fees and requirements discussed. The Board discussed food trucks and thought it would be best if the trucks would park on private property and proposed a Conditional Use Permit requirement on them. City Attorney Paul Rost said he would also like to review the subject. The Board suggested it go to Planning & Zoning and Workshop for discussion.

Request for Training for Water/Wastewater – Superintendent Larry Janish asked for permission to attend training at Lake of the Ozarks. He said it will provide them with enough hours for the next three years. He said they have vouchers that cover the cost of training, so the only cost will be one (1) night's accommodation and food. Alderman Rowden made a motion to approve the training request. Alderman Smith seconded it and the motion unanimously carried.

Acceptance of Resignation/Request to Hire – Public Works - Superintendent Larry Janish explained that Kyle Justice will be leaving and going to work for MODOT. He asked the Board if he could leave Kyle Justice in active status as part-time in the system for emergency purposes. The Board Agreed. Larry Janish said he doesn't plan to fill the position for a while. Alderman Schuchmann made a motion to accept the resignation

from full-time to an emergency part-time employee with the pay to be \$11.00 per hour. Alderman Rowden seconded it and the motion unanimously carried.

Ordinance/Resolutions

Bill #37-13 Ordinance – An Ordinance was read by title. AN ORDINANCE AUTHORIZING THE EXECUTION OF A LICENSE AGREEMENT WITH MO LIME #9, LLC, TO ALLOW MAINTENANCE AND ACCESS TO A CERTAIN STORM WATER FACILITY - Alderman Schuchmann made a motion to read Bill #37-13 a second time by title. Alderman Rowden seconded it and the motion unanimously carried. After the second reading, Alderman Schuchmann moved that Bill #37-13 be placed upon final passage. Alderman Rowden seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #37-13 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	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 #805 of the City of Wright City, Missouri.

Reports

Park – Park Director Curt Kehoe was absent

Public Works – Superintendent Larry Janish gave report to the Board.

Bell Road Sidewalk Project – Larry said they got about 1604 feet of sidewalk poured. Larry said sidewalks will be done before he goes on vacation October 11th.

Signs - He said that he will be getting some speed limit signs in Trotters Creek.

Lagoon Water Line – Larry Janish said Harry gave him a price for a one-inch poly water line to be brought down to the Lagoon and stated his department could install it. He said they need it for safety to wash up.

Building Official – Superintendent Larry Janish said he does not have the Building Report for this meeting.

Police – Interim Police Chief Matt Eskew reported to the Board and said they’ve had 724 calls for service resulting in 31 incident reports. Some of the calls were for fugitive arrests, stolen autos, drug cases, etc. He said Detective Deatherage was doing an outstanding job.

Records Clerk - He added that the Records Clerk Nicki Branhof was also doing an outstanding job and was picking up quickly on the UCR Report training. She will need to take some official classes at a later date. Interim Police Chief Eskew discussed a grant for a radio that would cost \$5,000 if purchased.

Training - Interim Police Chief Eskew asked the Board for permission to send two (2) Officers, Brian Thomas and James Holifield, to 40 hours of “Crisis Intervention Training” on September 23 to 27, 2013. Alderman Schuchmann made a motion to approve the requested training for two (2) officers to attend “Crisis Intervention Training”. Alderman Rowden seconded it and the motion unanimously carried.

Repeater - Interim Police Chief Matt Eskew discussed a communication problem with the radios and said he is submitting a block grant for a Repeater and mentioned the

Highway 'H' Water Tower may be a location to where it may be installed since it is more centralized. He said they will probably need more repeaters as they grow. The cost is \$8900 and the block grant is on a 90/10 percent basis through the Department of Public Safety with the City paying \$890.

City Hall – City Clerk Christine Martin gave report to the Board. There were three (3) pending Business Licenses, which was James Scott for an Antique Mall named “Walk down Memory Lane”, and the two (2) recently approved Conditional Use Permit applicants, Steve Green with Action Automotive and Leonard Brown of Brownstone’s Auto emporium LLC. The license has not been issued yet.

Liquor License – The license issued to the Lion’s Club will be revised.

Peddlers License – There were no Peddlers License issued.

Computer Data Files – City Clerk Christine Martin said she is continually adding documents back into the computer.

Employee Picnic – City Clerk Christine Martin thanked the Mayor and Board on behalf of the City Hall employees for their effort put in on the Employee Picnic.

Strassenbash Parade – Three (3) employees so far will be riding in the Parade.

Memorial Society Meeting – Attended a Memorial Society Meeting last Friday and provided their reports in the packets. The ladies asked for more road maintenance so Larry Janish will grade the road before adding more rock. They also asked for some rusty signs to be painted and Larry said he will replace the one-way signs.

Revision to Code Section 120.040 and 120.050 on Health Insurance – City Clerk Christine Martin explained that Paul drafted a revision to the Personnel Manual and when that is done the sections in the code will be deleted by ordinance.

Treasurer – Treasurer Karen Girondo reported to the Board. She stated the financials are in the packet and all expenses on the report were within reason. She said it is the first time every department has been within their percentile which is 66 to 67 percent. She asked the Board to think about any capital improvement projects needed for the 2014 Budget.

Tax Rates - The County Clerk received our tax ordinance and the State Audit has sent us our certification that the enacted tax rate is acceptable.

Phone & Internet – Charter changed the phone and internet over on August 23rd and everything is working well, except for the fax machine which is being checked out.

Charter Communications – Treasurer Karen Girondo discussed the time frame that Charter would be out to the City Hall and Police Department to change over the phones and the internet. They are expected to be out on August 15th and 16th to set everything up.

New State Law/Traffic Fines - Treasurer Karen Girondo explained that we must notify the State annually of how many fines the City is collecting in traffic fines to be sure it is not over a certain percentage of the City’s general revenue. Karen stated if the City does not report the information, the State can prevent the City from handling tickets in our municipal court. We have a 1.4 million dollar general revenue budget and court fines for this year are about \$200,000.

Economic Development – Economic Developer Karen Girondo stated she and Josh Beck conducted a site visit two weeks ago and was accompanied by some people interested in property. Karen said she took Jo Pilla of Pilla Real Estate on a City tour on Wednesday of the industrial property in town.

TAC Meeting – Karen said she attended the final TAC Meeting of the year where they present the final results. She provided that information to the Board and explained that the information is what MODOT used to develop their five (5) year plan.

Sidewalk/Lighting Project – The preconstruction meeting was held on September 6th and the start date is Monday September 16. She said it is a 90 day contract and they should be complete by the end of the year.

She attended an ECMODEV meeting and there will be 101 Labor Studies will be going out to businesses in Warren, Lincoln, Montgomery and Pike Counties.

Vacation – Karen said she will be on vacation starting the 26th of September and will return on October 7th.

Review/Approval of Bills

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

Final Questions – Pastor Joe Purl thanked the City for the support of the 911 Service and thanked the Mayor for speaking at the service. He thanked the Police, Fire Fighters and Paramedics for all they do.

Vote to go to call for Executive Session - Alderman Schuchmann made a motion to come out of regular session and go into an executive session to discuss business relating to Legal and Real Estate as allowed pursuant to the exception of the provisions of Section 610.o21(1)(2) RSMo. Alderman Smith seconded it and roll call was taken:

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

The motion carried.

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

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

The motion carried.

Adjournment – Alderman Schuchmann made the motion to adjourn the meeting at 8:10 pm. Alderman Rowden seconded it and the motion unanimously carried.

Approved _____

Attested _____