

**City of Wright City
Board of Aldermen Meeting Minutes
Thursday, November 12, 2015**

Signed in Attendance: Jamie and Austin Reynolds, and Tim Schmidt of Warren County Record.

City Official Attendance: Alderman Schuchmann, Alderman Rowden, Alderman Bruce, and Alderman Toothman were present. Mayor Heiliger was absent.

Staff and Others Present: City Clerk Christine Martin, Treasurer Karen Girondo, City Attorney Paul Rost, Police Chief Matthew Eskew, Park Director Curt Kehoe, Pastor Joe Purl, Public Works Foreman Nathan Rohr, and Officer Jim Hepperman.

President of the Board Jim Schuchmann called the meeting to order at 6:30 pm

Roll Call

City Clerk Christine Martin called roll with Aldermen Schuchmann, Rowden, Toothman, and Bruce present. The City Clerk reported four (4) Board Members present.

Pledge of Allegiance

Police Chief Matt Eskew led everyone in the Pledge of Allegiance

Approval of Minutes

Minutes from Board Meeting of October 22, 2015 – Alderman Rowden made a motion to approve the minutes from the Board of Aldermen Meeting of October 22, 2015. Alderman Toothman seconded it and the motion unanimously carried._

Minutes from Special Board Meeting of October 29, 2015 – Alderman Toothman made a motion to approve the minutes from the Special Board of Aldermen Meeting of October 29, 2015. Alderman Bruce seconded it and the motion unanimously carried._

Minutes from Special Board Meeting of November 2, 2015 – Alderman Rowden made a motion to approve the minutes from the Special Board of Aldermen Meeting of November 2, 2015. Alderman Toothman 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 – None

Old Business

Cemetery Tree Bids – The Board reviewed the Cemetery Tree Bids. Alderman Rowden made a motion to accept the bid from Reid's Tree Service to trim the six (6) oak trees for \$3,595. Alderman Toothman seconded it and the motion unanimously carried.

Application for Conditional Use Permit from Leonard Brown to operate an Auto Detailing and Auto Sales Business at 391 East Service Road North, Wright City, Missouri. City Clerk Christine Martin stated she talked with Mr. Brown and he stated he was putting the project on hold at this time. Alderman Rowden made a motion to approve the Application for Conditional Use Permit to Leonard Brown to operate an Auto Detailing and Auto Sales Business at 391 East Service Road North, with the stipulation that he meets the Building Code. Alderman Toothman seconded it and the motion unanimously carried.

New Business

DARE (Rod Run Event) – President of the Board Jim Schuchmann stated that Dennis and Jeremy Harris could not be present. He stated they presented a folder with a check in the amount of \$720 from the July 10th Rod Run Event for DARE. Chief Eskew and the Board thanked Harris Automotive for their participation in the event and everyone that helped out.

Boy Scout Project – Park Director Curt Kehoe introduced Boy Scout Austin Reynolds from Troup 835. Mr. gave a presentation on Geocaching and asked the Board if he could place one at City Hall, as a secondary location. Alderman Rowden made a motion to authorize Boy Scout Austin Reynolds to place a Geocaching item at City Hall. Alderman Bruce seconded it and the motion unanimously carried.

Proposed Food Pantry – There was no one present to discuss the proposed food pantry.

2016 Budget – Treasurer Karen Girondo asked the Board if and when they wished to set up a 2016 Budget Meeting and the Board asked that it be set up for immediately after the Board Workshop on December 7th.

Utility Billing Adjustment Report - October – Alderman Rowden made a motion to approve the report. Alderman Toothman seconded it and the motion unanimously carried.

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

Gravel Parking Lot on Westwoods Road – Treasurer Karen Girondo stated the company did call after they received the letter regarding the parking lot, but Larry did not get that message. She said they claimed the property was used as a parking lot previously. Alderman Rowden asked Karen to have Larry follow up on it next week.

Request for Adjustment – Account #100470001 – Alderman Rowden made a motion to approve the write-off in the amount of \$239.91. Alderman Toothman seconded it and the motion unanimously carried.

Utility Billing Payment Agreement Request – Account #100039005 – Alderman Rowden made a motion to approve the request. Alderman Toothman seconded it and the motion unanimously carried.

Bell/Westwoods TAP Project – Treasurer Karen Girondo said the State is requiring a new supplement to the original contract due to a change in cost of a few dollars. She said there will be an ordinance on the next Agenda.

MB Construction Invoice for Change Order – Public Works Foreman Nathan Rohr asked that the item be postponed until the next meeting to allow for Superintendent Larry Janish gets back and a meeting can be arranged with MB Construction. Alderman Rowden made a motion to postpone the item for review. Alderman Bruce seconded it and the motion unanimously carried.

End of Month Bills – November – Treasurer Karen Girondo asked the Board for permission to pay the regular bills end of month bills for November since the next regular meeting will not be until December 10th. Alderman Rowden made a motion to approve paying the bills as outlined. Alderman Toothman seconded it and the motion unanimously carried.

Sign Purchase – City Clerk Christine submitted the bids in the Board Packet on the signs to be purchased as required by the new ordinance requiring notification for public hearings for Conditional Use Permits, Rezoning Requests, and Variance applications. She recommended going with the lowest price from AB Signs which was \$84.50 for a 2' x 3' two-sided sign in a frame. She stated Larry Janish also recommended going with AB Signs for the double-sided sign in a frame. Alderman Rowden made a motion to authorize staff to purchase eight (8) signs at \$84.50 each, four (4) of them being for Conditional Use Permits and four (4) of them being for Rezoning Requests. Alderman Toothman seconded it and the motion unanimously carried.

Refund of Penalty – Alderman Rowden made a motion to approve a one-time courtesy adjustment of their penalty for Account #500608001 with the stipulation that the customer be notified that by not receiving a utility bill in the mail does not relieve them of the responsibility of paying their bill on time. Alderman Toothman seconded it and the motion unanimously carried.

Ordinance/Resolutions

Resolution #36-15 – A RESOLUTION PROVIDING FOR THE MUNICIPAL ELECTION FOR THE CITY OF WRIGHT CITY, MISSOURI ON APRIL 5, 2016. Alderman Rowden made a motion to approve Resolution #36-15 by title. Alderman Toothman seconded it and the motion unanimously carried. Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Bruce	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 #36-15 of the City of Wright City, Missouri.

Reports

Park – Park Director Curt Kehoe was present and reported to the Board. Curt commended Austin Reynolds on his presentation and stated the existing Geocaching site at Diekroeger Park has brought numerous people to Wright City over the years. He said the restrooms have been winterized at both parks and are close for the season. Some of the playground equipment broke and with Nathan Rohr’s help it is safe to use again.

Trunk or Treat – Curt thanked everyone that helped with the event and stated they had over 400 kids in attendance. It was the biggest Trunk or Treat held due to participation.

Christmas – The Christmas Parade will be on Thursday, December 3rd at 6:00 pm and Breakfast with Santa will be on Saturday, December 5th from 8:30 to 11:30 am at the Wil Heiliger Building. The Second Annual Ugly Christmas Sweater 5k Walk/Run will be at 11:00 am with registration starting at 10:30 am.

Public Works – Public Works Foreman Nathan Rohr was present to report to the Board.

MB Construction – Nathan said MB Construction has completed all of the physical disconnects and the old main is completely shut down. They are running on the new main.

Fire Hydrants – There are two hydrants that can be sold at this time. Two are temporarily in operation. City Clerk Christine Martin asked if she should go ahead and advertise to sell the hydrants as surplus property and the Board agreed.

WWTF – They’ve been cleaning, brush-hogging, and removing all of the trees that were overgrown and tearing out all of the big pipes in the fields.

Building Official – The October Building Permit Report was attached for review.

Police – Police Chief Eskew reported to the Board and said they had 867 calls for service, with 23 incident reports since the last meeting. Some reports included traffic arrests, stealing, disorderly conduct, refusal to comply with an officer, possession of a controlled substance, assault, assault on a Law Enforcement Officer, and a child molestation case. Chief Eskew discussed the MADD Award that was presented to Officer Chris Beard.

Repeater Project – The Warren County Joint Communications Board has agreed to contribute to the project. He will get the frequencies from Warner Communications.

K9 Training – The K9 Training Program is continuing to be very successful and Zeus and Officer Tomlin continue to excel in the program. The tracking aspect of the training will not be an issue as Zeus’s tracking abilities has improved.

He said he will bringing equipment updates to the Board in the coming weeks.

City Hall – City Clerk Christine Martin reported to the Board and stated no new Business Licenses were issued, but will be starting on. She stated she still has a pending application for a liquor store/bait shop for the old Wright Stop building and they will begin working on the building early winter. Two other applications for a business license were given; one for an office and one for a food pantry. An application for Conditional Use for a Food Truck Business was also handed out.

Business/Liquor License Renewals – There is still one outstanding Liquor Licenses.

Cemetery – There was one burial in the Cemetery and it was Gerald Helton.

Open Enrollment on Employee Health Insurance – City Clerk Christine Martin stated open enrollment forms are complete and have been submitted to MCHCP.

Vacation – City Clerk Christine Martin asked for permission to carry over two days of vacation to the end of the year. Alderman Rowden made a motion to approve the vacation carry over of two days to the end of the year. Alderman Toothman seconded it and the motion unanimously carried.

Treasurer/Economic Development – Treasurer Karen Girondo reported to the Board and discussed the Bell/Westwoods TAP Project and the grant program.

2015 PILOTS – Karen discussed the 2015 Pilots and said this will be the final year that Oldcastle pays on their Pilots, so the deeds will need to be changed into their name by the first of the year. She is working with Cunningham, Vogel & Rost with the process.

Warren County EDC Meeting – She stated the rail spur transfer station that the EDC has been working on is now up and running as of last week.

TAC – She said that Toll Roads are still a possibility and we need to get the word out on how it will affect everyone. The interchange for Stracks Church Road was #4 out of 28 projects on MODOT’S Need’s List and the longer acceleration lane for eastbound exit 200 was rated at #14 on the list.

TEAC Grant – Karen stated that Wright City and Warrenton applied but did not get approved.

Karen said she has spent time on the new project and has talked to other prospects for businesses.

She said there has been 16 new home permits issued to date.

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 Toothman 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)). Alderman Rowden seconded it and roll call was taken:

Alderman Schuchmann	Yea	Alderman Toothman	Yea
Alderman Bruce	Yea	Alderman Rowden	Yea

The motion carried.

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

Alderman Schuchmann	Yea	Alderman Toothman	Yea
Alderman Bruce	Yea	Alderman Rowden	Yea

The motion carried.

Adjournment – Alderman Rowden made a motion to adjourn the meeting at 8:12 pm. Alderman Toothman seconded it and the motion unanimously carried.

Approved _____

Attested _____