

City of Wright City
Board of Aldermen Meeting
December 8, 2011, 6:30 pm

Signed in Attendance: Tim Schmidt and Tony Midiri.

City Official attendance: Mayor Heiliger, Alderman Schuchmann, Alderman Black, Alderman Toothman and Alderman Reynolds were present.

Staff and Others: Superintendent Larry Janish, City Clerk Christine Martin, Treasurer/Economic Developer Karen Girondo, Police Officer Jeff Scanlon, Police Officer Jim Hepperman, Parks Director Curt Kehoe, and City Attorney Paul Rost were present.

Roll Call

City Clerk Christine Martin called roll with Mayor Heiliger, Aldermen Schuchmann, Black, Toothman, and Reynolds present. The City Clerk reported the Mayor and four (4) Board Members present.

Mayor Heiliger called the meeting to order at 6:30 pm.

Pledge of Allegiance

Officer Jeff Scanlon led everyone in the Pledge of Allegiance.

Approval of Minutes

Board Meeting of November 17, 2011 – Alderman Toothman made a motion to approve the Board of Aldermen Meeting Minutes of November 17, 2011. Alderman Reynolds seconded it and the motion unanimously carried.

Special Budget Meeting of November 30, 2011 and December 5, 2011 – Alderman Toothman made a motion to approve the Special Budget Meeting of November 30, 2011 and December 5, 2011. Alderman Reynolds seconded it and the motion unanimously carried.

Responses to previous comments/concerns

Alderman Schuchmann and the rest of the Board, Mayor and employees wished Larry Janish happy birthday.

Old Business

MoDot Rest Area – Sanitary Sewer Connection - Karen Girondo said she now has the plans submitted from MoDOT. The plans were submitted by Michael Hall of Schaeffer Klein & Warren with a letter dated November 18th. Karen said Superintendent Larry Janish has already looked them over. Larry Janish asked who will own the lift station and said he didn't think the City would want to own it. Alderman Schuchmann asked about future connections for the lift station and Larry Janish said in Gettysburg Commons, the Sewer flows to the east and then to the south across Interstate 70. He said

Gettysburg Commons could possibly feed to the lift station. Larry Janish said the sewer line runs by Abel's Store and Dollar General and then goes south across the interstate at about Diekroeger Park. Karen Gironde said Lewis & Bade called regarding some plans and changes for Gettysburg Commons by Cannon where another lift station will not be needed for them because it will be a flow gravity line. Larry Janish said if we are going to own the lift station he would like to make a change to the alarm system. Larry Janish asked about prices on the review. Alderman Schuchmann said we need to have it reviewed by an engineer and we need to get bids.

Revised 2012 Budget – Karen said the second draft of the budget recap is on the desk. Karen said she made corrections to some figures that she typed in wrong. Alderman Schuchmann made a motion to adopt the 2012 Revised Budget. Alderman Reynolds seconded it and the motion unanimously carried.

New Business

Proclamation - Mayor Heiliger read a proclamation honoring and recognizing former Planning & Zoning Member Valerie Viviano-Lanemann after her passing on November 29, 2011.

Waste Water Treatment Facility Blower Motor – Superintendent Larry Janish discussed the cost for the needed blower motor for the Waste Water Treatment Facility Blower. The work will be completed Saturday and Harry will be there for it. The cost for all repairs can be as much as \$5697. The Board informed Larry to go ahead with the purchase.

Salt Spreader Bid Approval - Larry said there were three bids submitted for an 8 ft. Salt Spreader from Heavy Duty Equipment for \$7219, Scotts Power and Equipment for \$6510, Knapheide in Jefferson City for \$6583 and Knapheide in St Peters for \$6295. Larry said there is no hydraulics on the spreader so it can be moved to any truck. Alderman Toothman made a motion to accept the price from Knapheide for \$6295. Alderman Reynolds seconded it and the motion unanimously carried.

Purchase of Soil Compactor - Larry said there were three bids submitted from Ace Tool for \$1989, Midwest Equipment for \$1954 and from Dyer Rental for \$1804.54. Larry said freight was not included in the price submitted by Ace Tool. Alderman Toothman made a motion to accept the price from Dyer Rental for \$1804.54. Alderman Reynolds seconded it and the motion unanimously carried.

Parks Department – Job Classification Change – Curt Kehoe asked for the classification of Parks employee Jim Bunner to go from Seasonal Part-time Parks to Part-time Park Maintenance with pay adjusted to \$10.00 per hour. Alderman Schuchmann made a motion to approve Jim Bunner to go from Seasonal Part-time Parks to Part-time Park Maintenance with a pay change to \$10.00 per hour. Alderman Reynolds seconded it and the motion unanimously carried. Alderman Toothman asked about the insurance for him and City Clerk Christine Martin stated we are working on that at this time.

Employee Evaluations – City Clerk Christine Martin said she was asked to put it on the Agenda after the last Budget Meeting. Alderman Toothman stated we should be evaluating all employees annually by the Department Head to know if we have to make any adjustments at the end of the year for the Budget in regards to pay increases. Alderman Schuchmann said we need to revise the employee manual as it is now stated under promotions. The Board discussed that employee evaluations should be performed on all employees annually for budget purposes in addition to any other evaluations required in the manual.

Alderman Schuchmann asked City Clerk Christine Martin to make the necessary revisions to the manual and to bring the draft back to the Board.

Payment Agreement Status – Alderman Toothman discussed Account #400158002 and the \$5 balance left on a previous account. The Board asked that the \$5 balance to be paid from the customer’s next payment on her existing account.

2012 Warren County Plat Book – Advertising - City Clerk Christine Martin asked the Board if they wanted to place an advertisement in the 2012 Warren County Plat Book for advertising. Karen said the City is now paying for the Warren County GIS. The Board decided not to advertise in the Plat Book.

Utilities Payment Agreement Request – Account 101079004 – The water account was discussed regarding high usage with the Board and it was stated there was a previous payment agreement that was satisfied. Superintendent Larry Janish discussed a possible leak at the residence and said he will call the Landlord about getting in the house to check the meter. Alderman Schuchmann made a motion to postpone for final review for the first meeting in January 2012. Alderman Toothman seconded it and the motion unanimously carried.

Utilities Payment Agreement Request – Account 100041001 – Superintendent Larry Janish discussed this residence having a leak. Alderman Schuchmann made a motion to postpone the request to the December 29th meeting and see if a payment is also made. Alderman Toothman seconded it and the motion unanimously carried. Larry Janish said he will go back and check if the meter is spinning.

Utility Billing Adjustment Report for November - Alderman Schuchmann made a motion to approve the Utility Billing Adjustment Report for November. Alderman Reynolds seconded it and the motion unanimously carried.

Utility Disconnect Hearing - Alderman Schuchmann made a motion to proceed as scheduled with the Utility Disconnects per City Ordinance. Alderman Reynolds seconded it and the motion unanimously carried.

Hyponex Closing Approval Letter - Alderman Schuchmann made a motion to amend the Agenda by adding 10. M., Hyponex Closing Approval Letter, under New Business. Alderman Toothman seconded it and the motion unanimously carried. Alderman Schuchmann made a motion to authorizing the Mayor to sign the closing approval letter regarding Hyponex. Alderman Toothman seconded it and the motion unanimously carried.

ORDINANCE/RESOLUTIONS

Bill 22-11 was read for the first time by title. AN ORDINANCE AMENDING CHAPTER 215 OF THE MUNICIPAL CODE OF THE CITY OF WRIGHT CITY CONCERNING PROHIBITING THE USE, SALE, AND DISPLAY OF DRUG PARAPHERNALIA WITHIN THE CITY OF WRIGHT CITY. Alderman Schuchmann made a motion to read Bill 22-11 a second time by title. Alderman Black seconded it and the motion unanimously carried. After the second reading, Alderman Schuchmann moved that Bill #22-11 be placed upon final passage. Alderman Reynolds seconded it and the motion

unanimously carried. Mayor Heiliger then put the question “Shall Bill #22-11 be passed and become an ordinance?” Roll call was taken with the following vote:

Alderman Toothman	Yea	Alderman Schuchmann	Yea
Alderman Black	Yea	Alderman Reynolds	Yea

The Bill having the majority vote of the members present was adopted. Said Bill was thereupon presented to the Mayor for his signature and approval. It was then duly signed and becomes Ordinance #743 of the City of Wright City, Missouri.

Bill 23-11 was read for the first time by title. AN ORDINANCE AMENDING SECTION 630.010 OF THE MUNICIPAL CODE OF THE CITY OF WRIGHT CITY CONCERNING THE DEFINITION OF ADULT BOOKSTORE OR ADULT VIDEO STORE. Alderman Schuchmann made a motion to read Bill 23-11 a second time by title. Alderman Reynolds seconded it and the motion unanimously carried. After the second reading, Alderman Schuchmann moved that Bill #23-11 be placed upon final passage. Alderman Reynolds seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #23-11 be passed and become an ordinance?” Roll call was taken with the following vote:

Alderman Toothman	Yea	Alderman Schuchmann	Yea
Alderman Black	Yea	Alderman Reynolds	Yea

The Bill having the majority vote of the members present was adopted. Said Bill was thereupon presented to the Mayor for his signature and approval. It was then duly signed and becomes Ordinance #744 of the City of Wright City, Missouri.

Reports

Parks – Curt Kehoe gave report to the Board. He said the Christmas Parade and Breakfast with Santa went well, but said the crowd was low due to the some miscommunication with the Wright City School District scheduling a Christmas Concert at the same time as the Christmas Parade. He said there was a new music teacher. He said the Breakfast with Santa went well on Saturday from 8:30 to 11:00 am thanks to Sue Wright for her Student Council. Curt said they are in preparation for the 2012 Ball Season and have already had the first New Horizon League meetings and the rules meeting with the umpires. The Farmer’s Market will be held at the Park next Thursday on December 15th from 10 am to 1 pm and is the last event until the end of the year.

Public Works - Superintendent Larry Janish gave report. He said they started the process of demolishing Big Boys. The Huster’s Project is 95 percent complete. All chargers on the Storm Sirens work but they do need batteries at the cost of \$164 each and there are six (6) batteries per siren. Alderman Schuchmann asked Larry to check the internet with the name and part number for other prices.

Larry said he had three (3) bids for a natural gas 150,000 BTU hanging heater for the garage facility back room. The Bids were Baragiola for \$1238.65, Grainger \$1216.00 and Unitherm for \$1145.00. Larry said if there is no problem, he will order the heater from Unitherm since it is the lowest bid. There are funds in building maintenance.

Building Official - Larry Janish stated there has been 31 year-to-date New Home Permits paid for. There were three (3) Miscellaneous Permits issued for a home addition, fire restoration and a shed. There were ten (10) Residential Occupancy Inspections and one (1) Commercial Occupancy Inspection for Hunan Café at 13000 Veterans Memorial Parkway. There were four (4) previous violations resolved and one (1) new violation with a letter that was sent out.

Police Department – Police Chief Doug Saulters was absent and Officer Jeff Scanlon gave a report to the Board. He said they’ve had 438 calls in the last two weeks and 42 of them had incident reports written on them. Officer Scanlon said Chief Saulters submitted an additional Policy for the Patrol Division to the Board. Alderman Schuchmann said he reviewed it and was okay with it and asked that a resolution be drafted for the next meeting.

City Hall – City Clerk gave report to the Board and said the Cemetery Sign had been completed and reinstalled by Warrenton Steel. Business License Renewals were sent out for 91 licenses. A breakdown will be on the next report with how many businesses closed. A Notice has been sent to Warren County Record to be put in next week’s paper. Sealed Bids will be received by December 27th with opening of the bids on December 29th. It will also be put on the City’s website. City Clerk Christine Martin said she was required to register for Jury Duty and could be asked to appear up to February 15th, 2012.

Treasurer/Economic Development Reports – Treasurer Karen Girondo said November Financial Reports are on the table and she is looking at the 2011 Budget line-by-line to have amendments at the next meeting. Karen said the 2011 Budget Amendments will need to be approved at the December 29th meeting. Some funds will need a bump up in the budget and others can be adjusted. State Statue states the City cannot spend more than the budget was approved for. Karen explained that we have an external hard drive that we were backing up the computers with but it was taking too much time. Ken Williams was concerned so there is now an automatic backup nightly and everything is more protected. He has divided the hard drive on the server for this process. Summit is backed up offsite.

Karen said she attended RCGA ED Network Meeting last week. Karen said Josh Beck with Greater Warren County EDC will be here on December 13th before the meeting on Property Maintenance Code to ask for the City’s participation. Karen asked the Board what copies they wanted on the code update and Alderman Schuchmann suggested that we just sit down with Bob Barclay at the meeting. There is some interest in the Spec Building and the Porter Trucking Building. There is also a possible expansion of an existing firm.

Review/Approval of Bills - Alderman Black made a motion to approve the bills. Alderman Toothman seconded it and the motion unanimously carried

Final Questions – Superintendent Larry Janish thanked the Police Department for apprehending the person that broke into a city employee’s truck out of his driveway at his home. Officer Scanlon stated Officer Tim Matthews did a good job apprehending the person.

Adjournment - Alderman Reynolds made a motion to adjourn the meeting at 7:30 pm. Alderman Black seconded it and the motion unanimously carried

Approved _____

Attested _____