City of Wright City Board of Aldermen Meeting Minutes Thursday, December 27, 2012

Signed in Attendance: Gina Allen, Nancy Benkowich, and Rhiannan Oshia

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, City Attorney Paul Rost, Police Chief Doug Saulters, Treasurer/Economic Developer Karen Girondo, Park Board Director Curt Kehoe, Pastor Joe Purl and Police 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 Schuchmann, Rowden, Toothman and Smith present. The City Clerk reported the Mayor and four (4) Board Members present.

Pledge of Allegiance

Chief Saulters led everyone in the Pledge of Allegiance

Meeting Minutes

Minutes from Board Meeting of December 13, 2012 - Alderman Schuchmann made a motion to approve the minutes from the Board of Alderman Meeting of December 13, 2012. Alderman Rowden seconded it and the motion unanimously carried.

Approval of Financial Reports – None Responses to previous comments/concerns - None

Open Meeting to public comments/concerns – Gina Allen asked about availability of the Board minutes.

Public Hearing – None

Recommendations from Planning & Zoning

Request to consider Review Section 405.100 – Regulating Fence Construction Material - Alderman Schuchmann said he was okay with it but suggested clean up of some of the language before the ordinance is drafted. Alderman Rowden made a motion

to accept the recommendations from Planning and Zoning. Alderman Smith seconded it and the motion unanimously carried.

Old Business

Ethics Training - A few of the Board members said they may be interested in the training depending on what day the training will be. City Clerk Christine Martin stated she will contact Melody at Warrenton on a date for the training.

Park Fees – Curt Kehoe presented the Mayor and Board with a proposed fee schedule for the Park Department and went over fees from other cities' parks. Curt said he is proposing to change the rental fees to \$50 or \$55 per hour on the building and \$60 or \$65 for non-resident fees. He stated he is proposing \$5 more an hour on the resident and non-resident fees for Pavilion rental. He said he would take it to the Park Board first and then bring it back to the Board of Aldermen.

Wells - Superintendent Larry Janish explained the repairs being made to the wells. He said a motor was installed in Well #3 with a cost of \$20,209; and the well is now in operation. Well #5 is in operation and Well #4 is shut down and will be looked at after January 1st. He said they will have some tests run to determine what the problem is.

2013 Budget – Wages - Treasurer Karen Girondo discussed the Salary Schedule and stated it had the 3 percent wage increase incorporated into it, and it was calculated at 50 cents per hour for each employee. Alderman Schuchmann made a motion to adopt the Salary Schedule as presented by Karen Girondo with all full-time employees getting a 50 cent per hour pay increase. Alderman Toothman seconded it and the motion unanimously carried.

New Business

Demolition Permit Fee/Deposit Section 505.030 and 530.030 – Superintendent Larry Janish discussed fees and the disconnection process. City Attorney Paul Rost said for the disconnection process, the City crew should disconnect City utilities. Treasurer Karen Girondo said the deposit for demolition is only \$100 and should be increased. This item was moved to the January Workshop.

Occupancy Inspection for 100 Star Connection – Superintendent Larry Janish said he thinks they are done. Karen Girondo said the only issue that was remaining with the business was the parking. She said Bob Barclay had questions on the parking requirement since it was a temporary business. Larry Janish said he will call Ameren to see if they are still occupying the building.

2012 Budget Amendment – Treasurer Karen Girondo went over the 2012 Budget Amendments that were presented to the Board. She said General Fund needed to be increased to cover the cost spent on the old Big Boys property purchase and the Storm Sirens and Economic Development was increased by approximately \$2000 to cover the

Scotts Redevelopment Project for 2012. Streets and Code Enforcement was under budget and the Police Department was over budget for various reasons.

Finance/Treasurer is under, and Municipal Court was over budget because of the extra cost of prisoner housing. Karen also discussed Sidewalk Lighting being a new expense which is for the design expense of the lighting project. She said the DARE fund was adjusted for the actual cost for the year, Street Lights and Cemetery were down, but Water was up due to well repairs. The Sewer Fund was down a bit and the Bond Sinking Fund and Debt Service stayed the same.

Karen said she doesn't do a revenue summary. Alderman Rowden asked Karen for a separate spreadsheet to compare revenue to expenditure figures. Karen said she will provide it after the 2012 taxes figures are received in January. Karen said the overall budget is about 2 percent over.

Payment Agreement Status - Alderman Toothman made a motion to approve the Payment Agreement with the extension as requested. Alderman Smith seconded it and the motion unanimously carried.

Vacation Carry-over, Court - Alderman Toothman made a motion to approve a thirty (30) day extension. Alderman Smith seconded it and the motion unanimously carried.

Southern Water Line – Final Payment – Alderman Toothman made a motion to release the final payment of \$10,415.39 to Mick Mehler and Sons. Alderman Schuchmann seconded it and the motion unanimously carried.

Utility Billing – Request for Payment Agreement Account 30079006 – Alderman Schuchmann made a motion to approve the agreement as presented with the stipulation it be revisited at the first Board of Alderman meeting in April. Alderman Toothman seconded it and the motion unanimously carried.

Ordinance/Resolutions

Resolution #51-12 was presented to the Board. Resolution #51-12 was read by title. A RESOLUTION AMENDING THE TOTAL FUND AMOUNTS IN THE 2012 FISCAL YEAR BUDGET FOR THE CITY OF WRIGHT CITY, MISSOURI, Alderman Toothman made a motion to approve Resolution #51-12. Alderman Rowden seconded it and the motion unanimously carried. Roll was taken with the following vote:

Alderman Schuchmann Yea Alderman Smith 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 #51-12 of the City of Wright City, Missouri.

Resolution #52-12 was presented to the Board. Resolution #52-12 was read by title. A RESOLUTION ADOPTING AN ANNUAL BUDGET FOR THE CITY OF WRIGHT CITY, MISSOURI FOR FISCAL YEAR BEGINNING ON JANUARY 1, 2013 AND APPROPRIATING FUNDS PURSUANT THERETO, Alderman Smith made a motion to approve Resolution #52-12. Alderman Toothman seconded it and the motion unanimously carried. Roll was taken with the following vote:

Alderman Schuchmann Yea Alderman Smith 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 #52-12 of the City of Wright City, Missouri.

Reports

Park – Park Director Curt Kehoe gave report. Curt stated they are starting to work on baseball scheduling and signups. Curt explained that the wind has been tearing the Christmas decorations down so they will be taking them down.

Public Works - Superintendent Larry Janish provided the Board with report. Larry discussed the status of Gettysburg Commons Roadway and utilities. The cylinder break test is going to be a 7 day and 28 day. They are about 92 percent complete with the roadway and that rock is 100 percent complete. Cochran Engineering came out and said the road has good compaction. Larry said Kyle Justice passed his water and wastewater test and will now receive a 50 cent raise for his wastewater license on his upcoming pay check. He cannot receive his raise for his water license until he completes one year of employment with the City, which will be in March of 2013. Larry said the City crew has completed cleaning up the property at 624 Westwoods Road. He said there is an individual that wants to demolish the house.

Building Official – Superintendent Larry Janish provided the Board with report on new home building permits issued which was nineteen (19) year to date. There was one (1) miscellaneous permit issued for 116 Fort Hancock Circle and one (1) Mobile Home Permit issued for 401 Veterans Memorial Parkway, Lot #3, two (2) Residential Occupancy Inspections, and eight (8) violations.

Police – Chief Saulters gave report to the Board. He stated they have had 435 calls for service with 24 incident reports handled. He discussed having a suspect on a double forgery and information on it cleared up another case with a meth lab. Chief Saulters discussed an opportunity of getting a drug dog and stated they can purchase the canine for \$1500. The dog is scent and drug certified and is valued for about \$9,000. He said they have \$945 in donations and received another check for \$500 from A&A Towing leaving them with \$1445 in donated funds. Chief Saulters said they received a commitment from MFA for \$2000 and \$1,000 from Bryan Spencer, State Representative, giving them a total of \$4,445. Alderman Smith asked what the cost of upkeep would be and Chief Saulters said veterinarian cost could run from \$400 to \$500. Purina will donate the food as long as the Police Department keeps the dog. Chief Saulters said Sheriff

Tom Neer may be able to donate a dog cage for one of the Crown Vics. Treasurer Karen Girondo explained that the cost of the canine has to be budgeted. Alderman Schuchmann asked about the time frame they needed to have an answer. Chief Saulters said the seller of the dog is anxious to know if the City is interested in purchasing it. Karen said she is checking on the insurance required for the canine.

City Hall – City Clerk Christine Martin gave report to the Board. Pending Business was Dave Bross Contracting Services for 77 Roelker Road and Brian Anthony Reimers for a home occupation at 42 Appaloosa Way. Angela Lorraine opened a retail Thrift Store at 10 Wildcat Center and Renewals are coming in daily. City Clerk Christine Martin stated she had been working on 2012 manual leave records which shows time used at a glance. Treasurer/Economic Development – Treasurer Karen Girondo gave report to the Board and said most of her time has been spent on the budget. She said an Auditor from Hochschild, Bloom & Company will be at City Hall on Friday to do a walk through, as the Audit is set up for March 4th. Karen explained her fix assets program is still not working and she may need to purchase a software program.

For Economic Development, there is a prospect for the Hawkeye building and another prospect where a presentation is planned for January in Atlanta, GA. Karen explained she may have to go to Atlanta in January for the prospect presentation if Josh Beck cannot go. The Sidewalk and Lighting Grant Design is finished and the project will be submitted to MoDOT on Friday. Cochran will be working on getting the easements drawn up and executed.

Mayor Heiliger asked Chief Saulters to thank the officers for the work they had done at Wright City High School last week.

Review/Approval of Bills

Alderman Toothman asked about what some of the Wal-Mart bills were for and Karen Girondo answered his questions. Alderman Smith made a motion to approve the Bills. Alderman Toothman seconded it and the motion unanimously carried.

Final Questions – Gina Allen asked why the Board thought they needed the Ethics Training. Alderman Schuchmann explained it was being offered by the Missouri Ethics Commission on what elected officials should and should not do, in addition to the Sunshine Law Requirements.

Vote to go to Executive Session - Alderman Toothman made a motion to come out of regular session and go into an executive session to discuss business relating to Legal, Real Estate and Personnel as allowed pursuant to the exception of the provisions of Section 610.o21(1)(2)(3) 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 Schud	:hmann made	a motion to	come out	of executive	session	and g	o into
regular session.	Alderman Ro	wden secor	nded it and	roll call was t	aken:		

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

The motion carried.

Mayor Heiliger called the meeting to order. With no further Business, Alderman Toothman made a motion to adjourn at 7:45 pm. Alderman Rowden seconded it and the motion unanimously carried.

Approved		
Attested		