

City of Wright City
Board of Aldermen Meeting
December 29, 2011, 6:30 pm

Signed in Attendance: Tim Schmidt, Mike Smith, Tony Midiri and Jason Edge.

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

Staff and Others: Superintendent Larry Janish, City Clerk Christine Martin, Treasurer/Economic Developer Karen Girono, Police Chief Doug Saulters, 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, and Reynolds present. The City Clerk reported the Mayor and three (3) Board Members present.

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

Pledge of Allegiance

Police Chief Saulters led everyone in the Pledge of Allegiance.

Approval of Minutes

Board Meeting of December 8, 2011 – Alderman Schuchmann made a motion to approve the Board of Aldermen Meeting Minutes of December 8, 2011. Alderman Reynolds seconded it and the motion unanimously carried.

Special Board Meeting of December 13, 2011 – Alderman Schuchmann made a motion to approve the Special Board Meeting Minutes of December 13, 2011. Alderman Reynolds seconded it and the motion unanimously carried.

Responses to previous comments/concerns - None

Open meeting to public comments/concerns

Dale Schaper, property owner, was present and said he came to the Planning & Zoning Meeting on December 19th. He said his concern was paved parking requirements in the city for commercial property. He stated the Planning & Zoning Commission suggested six (6) parking spaces with one (1) ADA space. He said this requirement has not been done in town with several other businesses and one business is now using the street as their paved parking. Mr. Schaper said he had some real concerns when at the meeting with the application from “The White Rabbit” that he considers as a less-than-desirable business for Wright City and stated it is a very visible business. Mr. Schaper said he is willing to work with the City, but does not think he should have to put out any undue cost to bring business to town.

Recommendations from Planning & Zoning

Request for Conditional Use Permit as needed under Wright City Municipal Code, Section 400.050 c. Conditional Use Permit Application from Jason Edge to use the residential area of Commercial property located at 14980-B Veterans Memorial Parkway, Wright City, Missouri - Jason Edge was present and stated he wished to withdraw his application for the Conditional Use Permit due to the cost that the conditions put on by the Planning & Zoning Commission would cause him to incur.

Old Business

2012 Budget – Payroll - City Clerk Christine Martin asked the Board if they intended the employees to each receive 50 cents per hour as the three (3) percent budget increase, or if the increase should be across the Board. She also asked if it would be on full-time and part-time employees. Treasurer Karen Girono said for the past two years, the Board has approved the 50 cents per hour instead of across the board. Department Heads present at the Board meeting were okay with giving all employees 50 cents per hour. Alderman Schuchmann made a motion that with the adoption of the 2012 Revised Budget, all full-time and salary employees will be paid a three (3) percent increase at 50 cents per hour, and part-time employees will not receive an increase. Alderman Black questioned how the three (3) percent increase would affect the salary employees. Alderman Reynolds seconded it and the motion unanimously carried.

Utilities Payment Agreement Request – Account 100041001 – Alderman Schuchmann made a motion to approve the Utility Payment Agreement Request. Alderman Black seconded it and the motion unanimously carried.

New Business

Marschuetz Construction – Final Payment - Alderman Schuchmann made a motion to approve the final payment to Marschuetz Construction. Alderman Reynolds seconded it and the motion unanimously carried.

Surplus Property Bids – City Clerk Christine Martin opened and read bids received for surplus property advertised. Alderman Schuchmann made a motion to accept the highest bid on each of the surplus property items. Alderman Reynolds seconded it and the motion unanimously carried. City Clerk Christine Martin asked what should be done with items there was not a bid on. Alderman Schuchmann asked about space for storage of the items and to come back with a report on plans to dispose of the items. Superintendent Larry Janish said he will report back to the Board in two weeks on distribution of the remaining unsold surplus items.

2011 Budget Amendments and Transfers - Treasurer Karen Girono said the first draft of the 2011 Budget Amendment is in the Board's packet. Another \$1000 had to be added under Building and Code Inspection. Karen Girono said the budget amounts are less than she originally proposed. There is an amendment recap with corrections. The overall increase in the expense budget is right about \$300,000 for all funds and takes in the increase of the purchase of the Big Boy's property. She said there is a need to transfer \$104,864.00 from the Street Light Fund to the Sidewalk Lighting Fund to cover the street light cost in the City's part of the Grant. The City collected 100 percent of the Grant money, which was \$175,000. Alderman Schuchmann made a motion to approve the 2011 Budget Amendments and approve

the transfer of \$104,864 from the Street Light Fund to the Sidewalk Lighting Fund. Alderman Reynolds seconded it and the motion unanimously carried.

Memorial Society Contribution – Treasurer Karen Girondo asked the Board about the Memorial Society Contribution that was requested last summer. Alderman Schuchmann made a motion to approve payment in the amount of \$5,000 for the 2011 Memorial Society Contribution. Alderman Reynolds seconded it and the motion unanimously carried.

Review of Auditor’s Qualifications and Approval – Treasurer Karen Girondo said she received three (3) sets of Auditor Qualifications and costs from KEB (Kerber, Eck & Braeckel LLP) as their three (3) years are up with the City, from Botz, Deal & Company, P.C. who was previously with the City, and Hochschild, Bloom & Company LLP who is well known throughout the municipalities in this area. Alderman Schuchmann made a motion to approve the firm of Hochschild, Bloom & Company LLP. Alderman Reynolds seconded it and the motion unanimously carried.

Park Building Rent - Park Director Curt Kehoe explained to the Board that he had the consensus of the Park Board Members to accept a reduced amount the Chamber of Commerce has offered to pay for rent for the ‘Wil Heiliger Building.’ He said they will keep all the phone lines the same at this time. The Park Board felt that partial rent would be acceptable for what they will be using the building for until finances are better. Curt said the building can only be rented by a non-profit organization. The Chamber is now paying \$350, but is proposing to pay a lesser amount of \$200 for using the building. Alderman Schuchmann made a motion to approve the reduction in the Park Building Rent by the Wright City Chamber to \$200 per month. Alderman Reynolds seconded it and the motion unanimously carried.

Plat Review – The Shire – Superintendent Larry Janish said Bob Lewis of Lewis & Bade submitted plans to the city for expanding the Shire Subdivision. Alderman Schuchmann said he thought the engineering firm out of Columbia did a good job and would be okay with using them again for reviewing the plans.

Request for Utility Billing Credit Adjustment – Account #500340001 - Alderman Schuchmann made a motion to approve the adjustment. City Clerk Christine Martin said she roughly figured the credit adjustment would be about \$938. Alderman Schuchmann rescinded his motion and made a motion to postpone the request pending more documentation. Alderman Reynolds seconded it and the motion unanimously carried. City Clerk Christine Martin said she would run a report to cover the period back to 2008.

Payment Agreement Status – The Board reviewed the Payment Agreement Status and asked that Account #300089003 be put on the next Agenda to see payment progress and said the other accounts on the status report were fine.

Request for Transfer Adjustment to Account #400215002 - Alderman Schuchmann made a motion approve the Transfer Adjustment to Account #400215002. Alderman Reynolds seconded it and the motion unanimously carried.

City Clerk Christine Martin asked the Board about review of another payment request and the Board decided to hold it for the next Agenda.

ORDINANCE/RESOLUTIONS

RESOLUTION #24-11 WAS PRESENTED TO BOARD. RESOLUTION #24-11 WAS READ BY TITLE. A RESOLUTION ESTABLISHING A POLICE DEPARTMENT PATROL DIVISION POLICY MANUAL FOR THE CITY OF WRIGHT CITY POLICE DEPARTMENT. Alderman Schuchmann made a motion to approve Resolution #24-11. Alderman Reynolds seconded it and the motion unanimously carried. Roll call was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Toothman	Absent
Alderman Black	Yea	Alderman Reynolds	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 signature and approval. It was then duly signed and becomes Resolution #24-11 of the City of Wright City, Missouri.

Reports

Parks – Curt Kehoe gave report to the Board. He gave the Board a copy of a new event brochure and said it would be going out in the mail on January 2nd. He said all of the Christmas decorations are coming down and all the new programs start on January 2nd.

Public Works - Superintendent Larry Janish gave report. He said they received their garage heater for the rear of the building and Jim Bunner installed it.

WWTF – The #2 Blower was installed by United Blower and they have already had a problem with the front shaft seal leaking. Larry stated they can install the seal themselves and United Blower will send the City the seal and deduct \$150 from the invoice for the blower.

Royalwoods Lift Station pump burned up and it had 4100 hours on it. Larry said something blocked the impeller and burned the motor. Kenny picked up the repaired motor today and the cost is expected to be around \$3,000. The new Compactor was received and is at the City garage. The new Salt Spreader is already on truck #4 and is ready to go. The fire hydrant on North Elm and the North Service Road was painted.

Building Official - Larry Janish stated there has been 31 year-to-date New Home Permits paid for. There were six (6) Miscellaneous Permits issued. There were three (3) Sign Permits with 1 (1) Sign Permit for the new Hunan Café and two (2) Sign Permits for Pat's Auto & Truck Center. There was one (1) Fire Restoration Permit at 223 Kerland Drive and two (2) Shed Permits issued for 275 West North Service Road and 154 Quail Creek. There were five (5) Residential Occupancy Inspections and no Commercial Occupancy Inspections since the last meeting. There were four (4) violations with two (2) resolved and two (2) new violation with letters sent.

Police Department – Police Chief Doug Saulters was present and gave a report to the Board. He said they've had 431 calls in the last two weeks and 29 of them had incident reports written on them. The summary for 2010 was 7,364 calls with 507 incident reports. The summary for 2011 was 9,294 calls with 592 Incident reports. For future training, they sent one of their officers to instructor school to show him how to put on courses and get the courses approved through Post, so that training can be performed here and credits can be given for the training. One of the training courses is on vehicle stops. The in-house training will save money. Officer Ron McBride went through the Instructor School Training and is ready to start training other officers.

City Hall – City Clerk Christine Martin stated she did not have a report, but explained we have another request from Unison Communications for interest in a lease on the City’s cell tower. If okay, she will respond as in the past with a letter to them that the City is not interested. The Board agreed. City Clerk Christine Martin stated she has been working on Business License renewals during the last two (2) weeks.

Treasurer/Economic Development Reports – Treasurer Karen Girondo said the next few days will be busy with closing the year out. December Financial Reports will be ready the second meeting in January due to waiting for the County’s tax check. She said a couple pilot checks came in so she will be getting those distributed to the other taxing districts. Karen said the RCGA has brought in a prospect and she has been working on the paperwork for the initial site assessment and they will be coming for a site visit in January.

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

Final Questions – None

City Clerk Christine Martin announced that the next Workshop will be on Tuesday, January 3rd due to the City Hall being closed on Monday for New Year’s Day.

Vote to go to 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, Real Estate and Personnel, as allowed pursuant to the exception of the provisions of Section 610.021(1)(2)(3) RSMo. Alderman Reynolds seconded it and roll call was taken

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

The motion carried.

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

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

The motion carried.

Adjournment - Alderman Reynolds made a motion to adjourn the meeting at 7:50 pm. Alderman Reynolds seconded it and the motion unanimously carried

Approved_____

Attested_____