

**City of Wright City
Board of Aldermen Meeting Minutes
Thursday, March 24, 2016**

Signed in Attendance: Norman Krutzman, Theresa Kless, Cheryl Lambright, Kerry Lambright, Kim Arbuthnot, Pat Arbuthnot, Brandon Kurtz of Lewis-Bade, Tim Warren, Monte Cannon, Tina Kolarik, John and Olivia Schaefer, Robert Modglin of Fireworks Fanatics, and Joe Grunt. Others present not signed in: A.J. Girondo of Kuhlmann Design Group.

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

Staff and Others Present: City Clerk Christine Martin, Treasurer Karen Girondo, City Attorney Paul Rost, Police Chief Matt Eskew, Pastor Joe Purl, Superintendent Larry Janish, and Park Director Curt Kehoe.

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 Bruce present. The City Clerk reported the Mayor and four (4) Board Members present.

Pledge of Allegiance

A.J. Girondo led everyone in the Pledge of Allegiance

Approval of Minutes

Minutes from Board Meeting of March 10, 2016 – Alderman Toothman made a motion to approve minutes of the March 10, 2016, Board Meeting. Alderman Bruce seconded it and the motion unanimously carried.

Approval of Financial Reports – None

Alderman Rowden made a motion to move Item 11a and 11b up to Item 6. Alderman Toothman seconded it and the motion unanimously carried.

Awards – Mayor Heiliger presented an Appreciation Award to Kim Arbuthnot for devoting her own personal time to offer helping hand when needed.

Special Permit Request – Wright City West Elementary – Tina Kolarik from Wright City Elementary West was present to request a Special Permit for a Relay Recess Walk/Run for Saturday, May 14th for the American Cancer Society. It is just 1.5 miles and the route is south on Wildcat Drive, west on Hutchison Drive, north on Bell Road and east on Westwoods Road ending at Wright City West Elementary. Chief Eskew stated they did not have a problem with that same route last year. Alderman Toothman

made a motion to approve the Special Permit. Alderman Rowden seconded it and the motion unanimously carried.

Responses to previous comments/concerns – None
Open meeting to public comments/concerns – None
Public Hearing – None

Recommendations from Planning & Zoning

Application for a Conditional Use Permit from Fireworks Fanatics to operate a Temporary Fireworks Stand at 277 E. Service Road North – Alderman Schuchmann made a motion to accept the Planning & Zoning Commission’s recommendations. Alderman Rowden seconded it and the motion unanimously carried.

Application for a Conditional Use Permit from James Scott to display and sell Portable Buildings at 312 Warren Avenue. (The Planning & Zoning Commission postponed action on this application.)

Application for a Conditional Use Permit from Lewis Carriers Inc. to operate a Tractor and Trailer Sales/Repair Facility at 221 W. Service Road North. (The Planning & Zoning Commission postponed action on this application.)

Preliminary Subdivision Plat Review for Koehler Subdivision - (The Planning & Zoning Commission took this item under advisement.)

Preliminary Subdivision Plat Review for Gettysburg Subdivision Plat 3 – Alderman Schuchmann made a motion to accept the Planning & Zoning Commission’s recommendation for approval. Alderman Rowden seconded it and the motion unanimously carried.

Front Yard Fencing - Alderman Rowden made a motion to accept the Planning & Zoning Commission’s recommendation. Alderman Bruce seconded it and the motion unanimously carried. A public hearing will still need to be called for the amendment.

Old Business

Proposal for Sewer Study Mapping – Mr. A.J. Girondo of Kuhlmann Design Group was present and discussed the sewer study.

New Business

Awards – Mayor Heiliger presented an Appreciation Award to Kim Arbuthnot for devoting her own personal time to offer helping hand when needed.

Special Permit Request – Wright City West Elementary – Tina Kolarik from Wright City Elementary West was present to request a Special Permit for a Relay Recess Walk/Run for Saturday, May 14th. Alderman Toothman made a motion to approve the Special Permit. Alderman Rowden seconded it and the motion unanimously carried.

Record/Final Plat – Gettysburg Bell Road Plat 1 – Brandon with Lewis-Bade was present and explained the Record Plat. Alderman Schuchmann made a motion to approve the Record Plat of Gettysburg Bell Road Plat 1. Alderman Toothman seconded it and the motion unanimously carried.

Capital Assets Property Threshold – Treasurer Karen Girondo discussed the Capital Assets Property Threshold. The City had accepted a lot at Falcon’s Crest and it was deeded in 2015. It was not booked as a fix asset because it was under a \$5,000 valuation. The fix asset policy threshold states that land should be capitalized from the first dollar on. The Auditor said the City can consider raising the threshold to \$5,000 or we can leave it as it is and can capitalize the piece of land that was not done for last year. Karen also discussed booking easements.

306 Elm Street – Request for Extension – Superintendent Larry Janish said he spoke with Bob Barclay and he has a request for an extension of 90 days. The owner wants to remove the roof entirely and repair/replace any damaged structures. Superintendent Larry Janish recommended allowing a final 90 day extension. Alderman Rowden made a motion to follow the recommendations of the Building Inspector to allow a 90-day extension to complete reconstruction of the house. Alderman Bruce seconded it and the motion unanimously carried.

UB Payment Agreement Request – Account #300157001 - Alderman Schuchmann made a motion to approve the Payment Request. Alderman Toothman seconded it and the motion unanimously carried.

UB Payment Agreement Request – Account #400120003 - Alderman Schuchmann made a motion to deny the Payment Request. Alderman Rowden seconded it. Aldermen Schuchmann, Rowden, and Bruce voted yes and Alderman Toothman voted no. The motion carried.

Request for Training – Municipal Court – Alderman Rowden made a motion to approve the training for the Court Clerk to be attended on May 23rd. Alderman Toothman seconded it and the motion unanimously carried.

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

Application for Liquor License – The Rail House Pub – Olivia Ayden was present to request a Liquor License for the property formerly operated as Hillbilly Heaven Bar and Grill. She stated they submitted a contract to purchase the building with a closing date of April 5th. They plan to totally gut and rehab the building and remove the two additions on the rear of the building and use that area for parking. They are only contingent upon being approved for a Liquor License from the City and State. Alderman Schuchmann made a motion to approve the Liquor License, pending the Occupancy Permit. Alderman Toothman seconded it and the motion unanimously carried.

Ordinance/Resolutions

Bill #09-16 – Ordinance – An Ordinance was read by title. AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF WRIGHT CITY, MISSOURI, SECTION 502.050

“OCCUPANCY PERMITS; INSPECTIONS; FEES” RELATING TO EXCEPTIONS. Alderman Rowden made a motion to read Bill #09-16 a second time by title. Alderman Schuchmann seconded it and the motion unanimously carried. After the second reading, Alderman Rowden moved that Bill #09-16 be placed upon final passage. Alderman Toothman seconded it and the motion unanimously carried. Mayor Heiliger then asked the question “Shall Bill #09-16 be passed and become an Ordinance?” Roll was taken with the following vote:

| | | | |
|---------------------|-----|-----------------|-----|
| Alderman Schuchmann | Yea | Alderman Bruce | 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 #874 of the City of Wright City, Missouri.

Bill #010-16 – Ordinance – An Ordinance was read by title. AN ORDINANCE ACCEPTING THE RECORD PLAT OF “GETTYSBURG BELL ROAD – PLAT ONE” BY THE CITY OF WRIGHT CITY, MISSOURI. Alderman Rowden made a motion to read Bill #10-16 a second time by title. Alderman Bruce seconded it and the motion unanimously carried. After the second reading, Alderman Rowden moved that Bill #10-16 be placed upon final passage. Alderman Toothman seconded it and the motion unanimously carried. Mayor Heiliger then asked the question “Shall Bill #10-16 be passed and become an Ordinance?” Roll was taken with the following vote:

| | | | |
|---------------------|-----|-----------------|-----|
| Alderman Schuchmann | Yea | Alderman Bruce | 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 #875 of the City of Wright City, Missouri.

Reports

Park – Park Director Curt Kehoe was present and presented his report to the Board.

Easter Egg Hunt – It was cold the day of the Easter Egg Hunt and attendance was down from last year. Curt thanked the Fire Department, Police Department, the Student Council and National Honor Society kids stuffed over 8,000 eggs for the Easter Egg Hunt.

Ball Leagues – The final schedules for the Ball leagues will be done next Thursday and the season will start on April 11th.

DARE Rod Run – The DARE Rod Run will be held on July 8th this year sponsored by Harris Automotive.

Meet the Candidate Night will be on March 30th at the “Will Heiliger Building” at Diekroeger Park.

Dance Class Competitions will be held all day on March 31st at the “Wil Heiliger Building”.

Public Works – Superintendent Larry Janish was present to report to the Board.

Welcome to Wright City Sign – Larry Janish stated he met with Keith Long of MODOT and they picked out two sites for the signs, one at each exit. He got an estimate on a 4 ft. x 8 ft. sign in concrete. The cost for a one-sided sign from “All About Signs” is \$240 per sign, which doesn’t include the poles or concrete. The total for two signs is estimated at less than \$800. Mr. Long will have to authorize the location of the sign when he comes back out and the sign example. The sign can’t have any arrows on it, but can have the population of the City on it. The Board agreed on the sign on the right hand side of the sign example as presented to them. Alderman Rowden made a motion to approve the purchase and installation of the signs. Alderman Toothman seconded it and the motion unanimously carried.

Larry stated they received the new Zero-Turn Mower and will be putting it to work next week. Both light poles damaged at Grief Brothers have been replaced.

Asphalt/Concrete – They started to repair sections around town that need it and will be removing broken street sections out next week to replace them with new concrete.

Police – Police Chief Matthews reported to the Board and said they had 481 calls for service, with 36 incident reports since the last meeting. Some reports included fugitive arrests, theft, burglary, tampering, fighting another person, domestic assaults, possession of a controlled substance, and resisting arrest.

ITI – They are functioning on the ITI Software at 100 percent and the data conversion will be the last to complete.

The Easter Egg Hunt was a success and about 48 Child ID kits were sent home for kids.

Manpower – They have two full-time officers on field training at the same time. His guys are working extra shifts to cover the shortage.

City Hall – City Clerk Christine Martin reported to the Board. No new Business Licenses were issued.

Renewals – Out of 107 Business License Renewals, 91 renewals were issued and two (2) additional applications were pending.

Conditional Use – James Scott to display and sell Portable Buildings at 312 Warren Avenue, Lewis Carriers for a Tractor & Trailer Sales/Repair Facility at 221 W. Service Road North, which were postponed to the next Planning & Zoning Meeting on April 18. Fireworks Fanatics for a Fireworks Stand at 277 E. Service Road North is scheduled for approval.

Cemetery – There were four (4) cemetery lots sold and three (3) burials since the last meeting and they were Helen Lawson, August Obenhaus Jr., and Dolores Estes.

Voice Mail System – City Clerk Christine went over the problems that occurred with the voicemail system and the Board asked that we wait a couple of weeks before taking any action.

Warren County Hazard Mitigation Plan Update – The Emergency Management Agency is requesting the City to appoint a representative to serve on the committee and attend the Kick-off Meeting on March 30th from 10 am to noon. Alderman Rowden recommended Chief Eskew be the City’s representative.

Treasurer/Economic Development – Treasurer Karen Girondo reported to the Board.

Easements – Karen stated she has been working on the easements for the sidewalk project. She said she is targeting middle of April to have them all signed.

Site Visit – Karen stated she had a site visit on Wednesday and also met at the High School for a Project Lead the Way Partnership Team Meeting which is an advisory team for the PLTW engineering program, involving computer science classes that will be held at the High School.

Karen thanked everyone who attended the Business Breakfast. She said the next big event is Blue & Gold on Saturday, April 2nd.

Brochures – Karen said the Bond Issue Brochures were all mailed out when she was on vacation and she gave a big thanks to City Hall and Alderman Toothman for helping out with getting the brochures mailed out.

Job Fair – Boonslick notified her of a Job Fair being held at Troy and asked if the City would want to participate and take applications for a part-time office person and Public Works. It is on Thursday, April 14th from 10 am to 2 pm and will cost \$25 to reserve a spot with a table and lunch for two people.

Review/Approval of Bills – Alderman Toothman made a motion to approve the Bills. Alderman Bruce seconded it and the motion unanimously carried.

Final Questions – Norman Krutzman, 414 Fredericksburg Way, mentioned a drainage problem in his subdivision and asked there has been any more discussion on it.

Alderman Toothman and Alderman Rowden both thanked Alderman Schuchmann for all of his time and efforts for the City.

Vote to go to Closed Session - Executive Session - Alderman Rowden 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)); leasing, purchasing, or sale of real-estate (610.021(2)); hiring, firing, disciplining or promoting employees (610.021(3)). Alderman Toothman seconded it and roll call was taken:

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|---------------------|-----|-------------------|-----|
| Alderman Schuchmann | Yea | Alderman Toothman | Yea |
| Alderman Bruce | 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 Bruce | Yea | Alderman Rowden | Yea |

The motion carried.

Adjournment – Alderman Rowden made a motion to adjourn the meeting at 8:05 pm. Alderman Bruce seconded it and the motion unanimously carried.

Approved _____

Attested _____