

**City of Wright City
Board of Aldermen Meeting Minutes
Thursday, April 11, 2013**

Signed in Attendance: Angie Reynolds, Forrest Bruce, Lynne Adkins and Susan Lockhart of Freedom of the Road Riders, Kat West, Ned Stanley, Jim Schmittel of Wright City Veterinary Clinic, Matt Speight of the Scott Agency, Brent Speight, Julie Myers and Nancy Benkowich of Midwest Agency.

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

Pledge of Allegiance

Forrest Bruce led everyone in the Pledge of Allegiance

Meeting Minutes

Minutes from Board Meeting of March 28, 2013 - Alderman Schuchmann made a motion to approve the minutes from the Board of Alderman Meeting of March 28, 2013. Alderman Rowden seconded it and the motion unanimously carried.

Approval of Election Results – City Clerk Christine Martin read the Certified Election Results as received and certified on April 3, 2013, from County Clerk Barbara Daly of Warren County, for the Municipal Election held April 2, 2013, for Alderman Ward I and Ward II. The results were: Ward I Alderman incumbent Danny Rowden had 53 votes and Ward I opponent Matt Barbey had 39 Votes; Ward II Alderman incumbent James Toothman had 66 votes and Ward II opponents Forrest Bruce had 21 votes, Kay Janish had 7 votes, and Angie Reynolds had 26 votes. Alderman Schuchmann made a motion to accept the results of the Election. Alderman Smith seconded it and the motion unanimously carried.

Adjourn meeting with outgoing Board - Alderman Schuchmann made a motion to adjourn the meeting with the outgoing Board. Alderman Rowden seconded it and the motion unanimously carried.

Swear in Newly Elected Officials - City Clerk Christine Martin swore in Alderman Dan Rowden as Ward 1 Alderman and Jim Toothman as Ward 2 Alderman.

Roll Call - City Clerk Christine Martin called roll with Mayor Heiliger, Alderman Schuchmann, Alderman Rowden, Alderman Toothman and Alderman Smith present. The City Clerk reported the Mayor and four (4) Board Members present.

Mayor Heiliger called the meeting to order with the new Board.

Elect President of Board – Alderman Rowden made a motion to nominate Jim Schuchmann for president of the Board. Alderman Toothman seconded it and the motion unanimously carried.

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

Old Business

Insurance Bid Award – Alderman Schuchmann made the motion to postpone decision of the Insurance Bids until the next meeting. Alderman Toothman seconded it and the motion unanimously carried.

Gater Lane – There was no new information provided. Alderman Schuchmann made the motion to postpone this agenda item. Alderman Rowden seconded it and the motion unanimously carried.

Rite Sole Building – Ned Stanley - Mr. Ned Stanley, owner of the Rite Sole Building at 399 West North Second Street was present and complimented the Mayor and Board on how nice the Board meetings are conducted. Mr. Stanley said he just learned that the Fire Department and City are two separate entities. He asked the Board if the City had any interest in the building, possibility for a future City Hall. He discussed a long-term financing proposal that may be suitable to the City with little or no money down. He said he prefers that the building remain if at all possible. He asked what the next step would be in order to see if the City would be interested in the building, possibly with some modernization and cleanup to make it usable. If it is necessary to tear the building down, he said he has the means to do so. Mr. Stanley said he would be happy to speak to City Attorney Paul Rost regarding finance arrangements, and suggested a five year payment program. Mayor Heiliger told Mr. Stanley that he would be interested in meeting with him. Alderman Schuchmann made the motion to authorize the Mayor to enter into discussions regarding the Rite Sole Building. Alderman Rowden seconded it and the motion unanimously carried.

Spirit Foundation/Ameren – Lighting - Mr. Brad Foster from the Spirit Foundation was present and went over the revised proposal and installation of the LED's, the power strips for the computers, and motion sensors to reduce kilowatt hours used. He said the revised cost estimated is \$11,539 and will include two (2) energy star

computers, 57 of their SF/LR 14's which is a retro-fit for the existing light fixtures, two (2) LED Exit Signs, and 18 power strips. He said it would be done "at cost" and mentioned they have an easy installation program. He stated there will not be an electrician needed and added he would install them, personally, if needed. The product is "American Made" out of Kansas City. Ameren-Missouri's incentive is \$3,077 and will be received within four weeks. He said that reduces the cost to \$8,462 minus the computers (\$1904) bringing the final cost to the City at \$6,558. The City's estimated savings are at \$4809 per year or \$400 per month. The return investment could be nine (9) months or even go up to over a year or more. He explained that he would need a signature of approval on the Ameren sheet and would accept an electronic or an ink signature as approval from the Board. He said the status of the other buildings is that there will be an assessment on the on the 1st of May. Alderman Schuchmann said the Board will have to review the proposal with the Budget. He said there should be a budget meeting coming up within the next month and will get back to him.

New Business

Proclamation – May as Motorcycle Month – Lynne Adkins and Susan Lockhart from "Freedom of the Road Riders" were present and stated they represent all motorcycle riders. Lynne Adkins gave a presentation for their organization "Freedom of the Road Riders" and said they are working with a lobbyist at the State on different issues regarding basic safety and also work with the State Patrol. Mayor Heiliger read the Proclamation proclaiming May as Motorcycle Month and presented them with the signed Proclamation. Lynne Adkins stated they will have "Motorcycle Awareness Day" coming up on April 30th and all of the proclamations received will be presented on the Capitol steps at the State Capitol.

Recognition Award – Wright City Veterinary Clinic – Dr. Jim Schmittel of the Wright City Veterinary Clinic was present. Mayor Heiliger presented Dr. Jim Schmittel of the Wright City Veterinary Clinic with a Recognition Award for being in business for thirty-five plus years in the City of Wright City and for his outstanding and continuing service to the Community. Mayor Heiliger expressed best wishes to Wright City Veterinary Clinic for their continued success on behalf of the City. Dr. Schmittel thanked the Mayor and Board for the recognition.

Special Permit – Warcats - Alderman Schuchmann made a motion to approve the Special Permit to the Warcats. Alderman Rowden seconded it and the motion unanimously carried. Alderman Schuchmann asked that they are cautioned about only adults being allowed to solicit in the street intersection.

Payment Agreement Status – Alderman Schuchmann made a motion to approve the Payment Agreement Report, but to have Account #100231003 and Account #400173005 disconnected on Friday, April 12th, for non-compliance of the payment agreement. Alderman Smith seconded it and the motion unanimously carried. Alderman Schuchmann said they will review Account #300062003 again at the end of the month for payment status.

Insurance Payments by Employees – City Clerk Christine Martin stated it was discussed at the Workshop that for employees that are out on leave, who do not have a check coming in, would pay insurance that is normally taken out of their check, as they have elected to have done. Alderman Schuchmann said that was his initial response to it but does not want to create a hardship on the employee. Alderman Schuchmann made a motion that the City would cover it at this time and a policy on the procedure of the individual insurance payments to be worked on. Alderman Rowden seconded it and the motion unanimously carried.

Appointments to Planning & Zoning Commission – Mayor Heiliger said it has been past practice to have the President of the Board serve on the Planning & Zoning Commission. Mayor Heiliger said other appointments will be discussed at the next meeting.

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

Utility Billing Disconnect Hearing - Mayor Heiliger opened the public hearing. There were no questions or comments from anyone in the audience. Mayor Heiliger closed the public hearing. Alderman Schuchmann made a motion to proceed with disconnects per City ordinance. Alderman Rowden seconded it and the motion unanimously carried.

Training and Travel Policy – Final Draft – Treasurer Karen Girondo stated there was one section she and Christine had a question about and it was on page 3 under “expenses not reimbursable” specifically, “Meals” and the wording that followed it. The Board reviewed the Training and Travel Policy. It was agreed on to change it to “Meals not authorized”. Karen said it will be on the next agenda for a resolution to pass it.

Concrete Form Bids – Superintendent Larry Janish read the bids received from Nu Way for \$39.99 for concrete forms and \$2.95 each for pins, Carter-Waters for \$41.00 for concrete forms and \$2.59 each for pins, and Cummings, McGowan & West for \$43.31 for concrete forms and \$2.75 each for pins. He said the overall lowest price for concrete forms was Nu Way for \$1199.70. He said all roadway approaches must have the red pressed-in-placed ADA paver tiles and it was estimated there would be approximately 11 roadway approaches. Alderman Schuchmann made a motion to approve the bid from Nu Way out of Wentzville for the concrete forms for \$1199.70. Alderman Rowden seconded it and the motion unanimously carried.

Vacation Carry-over – Police – City Clerk Christine Martin stated that Sgt. Davis Bernard’s anniversary is in April, but he would like to use the vacation in May. Chief Saulters recommended the vacation carry-over. Alderman Schuchmann made a motion to allow the Vacation Carry over. Alderman Toothman seconded it and the motion unanimously carried.

Memorial Society Annual Contribution - City Clerk Christine Martin stated she attended the Memorial Society Meeting on April 5th and they are requesting their annual contribution of \$5,000. Alderman Schuchmann stated a budget meeting is planned for the next month and the Board can discuss it then. Alderman Schuchmann made a motion to postpone the agenda item. Alderman Toothman seconded it and the motion unanimously carried.

Approval of Financial Reports - Alderman Schuchmann made a motion to approve the Financial Reports. Alderman Smith seconded it and the motion unanimously carried.

Ordinance/Resolutions

Resolution #13-13 was presented to the Board. Resolution #13-13 was read by title. A RESOLUTION ESTABLISHING AN ELECTRONIC INFORMATION POLICY FOR COMPUTER SYSTEMS FOR THE CITY OF WRIGHT CITY, MISSOURI. Alderman Rowden made a motion to approve Resolution #13-13. Alderman Toothman seconded it and the motion unanimously carried. Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	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 #13-13 of the City of Wright City, Missouri.

Reports

Park – Park Director Curt Kehoe was absent due to the Farmer’s Market going on.

Public Works - Superintendent Larry Janish gave report to the Board and said they repaired a water leak at 579 Indian Lake Drive.

Lift Station at Gettysburg: Larry said the lift station is installed and the panel box will be set on Friday or Monday and once the gravel is in the concrete will be poured. He said he will then make arrangements for a propane tank to be set on the concrete.

Lift Station at Spring Lakes: Larry said they staked it today and will be grading starting Monday, April 15, 2013.

Building Official – Superintendent Larry Janish provided the Board with report on new home building permits issued. Five (5) new home permits were issued to date. There were seven (7) residential occupancy inspections, one (1) Commercial occupancy Inspection, one (1) sign permit for Ashford Motors and there were 41 violations reported for the City.

Police – Police Chief Saulters gave report to the Board. The Police Department had 535 calls for service resulting in 22 incident reports. Chief Saulters reported on the Detective Bureau’s reports. He stated the DARE Program is coming to a close and there will be a Graduation on May 6th. Chief Saulters said they will need to purchase

some graduation and essay prizes. Alderman Rowden made a motion to approve the purchase of prizes. Alderman Toothman seconded it and the motion unanimously carried. Chief Saulters discussed grants and stated they will be submitting an application for the statewide radio system that all of the law enforcement agencies will be going to. It is a 2-way band radio system that the State is going to. They requested 22 walkie-talkies and 10 radios for the cars and the cost would be about \$168,000 and the deadline for submittal of it is Friday, April 12th. The other grant is for two (2) DARE School Resource Officers, but the City would have to come up with 25 percent of that grant and would have to show in the application that the City would pick up the cost of their salary after a year.

City Hall – City Clerk Christine Martin gave report to the Board. There were five (5) pending Business Licenses and they were Ashford Motors and an application for a Business License from James Scott for an Antique Mall in the old “R & R” Restaurant building. The other three (3) are the three Fireworks Stands by Reeds Rockets, Meramec Special dba Fireworks City and David Shaiper Fireworks. No new licenses had been issued. Of the 88 Renewal Licenses, 83 Licenses were issued. Letters were mailed out giving the businesses until April 24th. She attended the Memorial Society Meeting on April 5th and along with their annual contribution, there were other items discussed such as the sign coming into the cemetery being faded and they had asked who was responsible for it. Karen Gironde stated the Memorial Society was responsible for purchasing it. The block markers need to be painted, the one-way sign needs to be turned to face the right direction, and the road needs to be graded and gravel added. City Clerk Christine Martin also mentioned their mowing contract with Tom Riley will be renewed with an increase of \$50 per mowing bringing the cost up to \$850 per cemetery cutting.

Treasurer/Economic Development – Treasurer Karen Gironde gave report to the Board. She said financials were included in the packet. Karen asked for a Budget Meeting within the next thirty days due to some concerns over the sales tax coming in and with knowing some items will go over budget. Karen asked for permission to try to restructure the City’s debt to try to lower the interest rate or the terms. She stated most of it is COP’s and mentioned she would like to pursue getting them at a lower rate.

For Economic Development, she mentioned the announcement of CertainTeed and said it wouldn’t have happened if the Greater Warren Count EDC had not been involved. She said she was working on closing out the sidewalk and lighting project and has been getting the easements finished up. Karen explained the EEZ, Enhanced Enterprise Zone, and said Boonslick Regional Planning Commission would like the Cities and school districts to appoint a position to the EEZ Board. It allows areas below the State level in income according to the last Census and is covered on the Census Tracts. It sets a level for Tax Abatements for new manufacturing firms coming in. Alderman Schuchmann made a motion to appoint the position of the Economic Developer to serve on the EEZ Board. Alderman Toothman seconded it and the motion unanimously carried.

The Board set a meeting to discuss Budget on Thursday, April 18th, 2013, at 6:00 pm

Review/Approval of Bills

Alderman Toothman made a motion to approve the Bills. Alderman Smith seconded it and the motion unanimously carried.

Final Questions – Mayor Heiliger applauded everyone for their excellent conduct during the meeting. Alderman Rowden thanked the Citizens in town for supporting him in the 2013 Election.

Vote to go to call for Executive Session - Alderman Smith 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 Rowden seconded it and roll call was taken:

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

The motion carried.

Adjournment – Alderman Schuchmann made the motion to adjourn the meeting at 8:25 pm. Alderman Smith seconded it and the motion unanimously carried.

Approved _____

Attested _____