

**City of Wright City
Board of Aldermen Meeting Minutes
Thursday, April 25, 2013**

Signed in Attendance: Tom Dixon of Meramec Specialty Company, David Shaiper of Shaiper Fireworks, Nancy Benkowich of Midwest Agency, Mickie Mora, Don Reed, Matt and Brent Speight of Scott Agency, Kim Purl, Gina Allen, Kim Purl, Gina Allen, Forrest Bruce, and Julie Myers. Others Present: Winston Schreckengast

City Official Attendance: Mayor Heiliger, Alderman Schuchmann, Alderman Rowden, and Alderman Smith were present. Alderman Toothman was absent.

Staff and Others Present: Superintendent Larry Janish, City Clerk Christine Martin, Treasurer/Economic Developer Karen Gironde, Park Board Director Curt Kehoe, City Attorney Paul Rost, 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 Aldermen Schuchmann, Rowden and Smith present. The City Clerk reported three (3) Board Members present.

Pledge of Allegiance

Forrest Bruce led everyone in the Pledge of Allegiance

Meeting Minutes

Minutes from Board Meeting of April 11, 2013 - Alderman Rowden made a motion to approve the minutes from the Board of Alderman Meeting of April 11, 2013. Alderman Smith seconded it and the motion unanimously carried.

Minutes from Special Board Meeting of April 18, 2013 - Alderman Smith made a motion to approve the minutes from the Special Board of Alderman Meeting of April 18, 2013. 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 – None

Public Hearing – None

Recommendations from Planning & Zoning:

Request for a Conditional Use Permit from Meramec Specialty Company to operate a Seasonal Fireworks Stand at 209 North East Service Road - Alderman

Schuchmann made a motion to approve the recommendations from Planning & Zoning. Alderman Rowden seconded it and the motion unanimously carried.

Request for a Conditional Use Permit from Don Reed to operate a Seasonal Fireworks Stand at 425 North Service Road West - Alderman Rowden made a motion to approve the recommendations from Planning & Zoning. Alderman Smith seconded it and the motion unanimously carried.

Request for a Conditional Use Permit from David Shaiper to operate a Seasonal Fireworks Stand at 275 North Service Road West – Alderman Schuchmann made a motion to approve the recommendations from Planning & Zoning. Alderman Rowden seconded it and the motion unanimously carried.

Old Business

Insurance Bid Award – Alderman Schuchmann asked about the “Prior Acts” coverage that was a condition under the MOPERM. Matt Speight explained why the “Prior Acts” coverage was required under MOPERM. He said because the City would be going from a claims-made policy to an occurrence policy for the employment practices and council liability, if someone left the council and there was a claim filed for that person down the road, you wouldn’t have coverage for that person when the claim was later filed, without the “Prior Acts” coverage. The “Prior Acts” coverage gives two-year coverage. Brent Speight was also present and also explained the “Prior Acts” coverage. He explained that there are two issues; if you had something that happened before May 1st on a claims-made policy that has not been claimed yet from the last two years, you need “Prior Acts” coverage if converting from a claims-made policy to an occurrence policy. He said the advantage of having an occurrence policy (such as MOPERM) is that if an occurrence happened with a claims-made policy with the Council and then five (5) years later he wasn’t on the Council, the Councilman would have no coverage. He said if you go from a claims-made policy you have to have “Prior Acts” coverage, or you have to have a tail on your previous policy. Brent Speight said the coverage is actually for two (2) years going forward.

Alderman Schuchmann made a motion to approve the lowest bid from Scott Agency for the MOPERM Insurance Proposal. Alderman Rowden seconded it and the motion unanimously carried.

Rite Sole Building – Ned Stanley - Alderman Schuchmann made the motion to postpone the agenda item until further notice. Alderman Rowden seconded it and the motion unanimously carried.

New Business

Recognition Award - Winston Schreckengast was present and Mayor Heiliger announced that Winston would soon be retiring from the City after working nearly 20 years as an employee for the City. Mayor Heiliger presented Winston with a plaque from the City.

Special Permit – Ruiz Castillo – Mickie Mora of Ruiz Castillo was present to request a Special Permit. Alderman Schuchmann made a motion to approve the Special Permit providing the music will stop at 10:00 pm and they will provide their own security for the event. Alderman Rowden seconded it and the motion unanimously carried. Mickie Mora of Ruiz Castillo agreed to shutting the music down at 10:00 pm and providing their own security.

Special Permit – Wright City Fire Department – There was no representative present from the Fire Department. Alderman Smith made a motion to approve the Special Permit to Wright City Fire Department for the Burn Center Fund Raiser. Alderman Rowden seconded it and the motion unanimously carried.

Payment Agreement Status - Alderman Schuchmann made a motion to approve the Payment Agreement Report with the exception of Account #100231003, and requested that services be disconnected if payment was not received as agreed. Alderman Rowden seconded it and the motion unanimously carried.

Appointment to Planning and Zoning Commission – Mayor Heiliger made a recommendation to reappoint Sal Gertken to Planning and Zoning and to appoint Forrest Bruce as a new member. Alderman Rowden made a motion to approve the reappointment of Sal Gertken to Planning & Zoning. Alderman Schuchmann seconded it and the motion unanimously carried. Alderman Smith made a motion to approve the appointment of Forrest Bruce to Planning & Zoning. Alderman Rowden seconded it and the motion unanimously carried.

Hiring of Part-time Police Officer – Police Chief Saulters requested the Board for permission to hire Kyle Bradbury as a part-time officer at the hourly rate of 11.75. Chief Saulters said he's had nine (9) years with Warren County Sheriff's Department and several years with Warrenton's Police Department. Mayor Heiliger made a recommendation to hire Kyle Bradbury as a part-time officer at the hourly rate of 11.75. Alderman Schuchmann made a motion to accept Mayor Heiliger's recommendation to hire Kyle Bradbury as a part-time officer at the hourly rate of 11.75. Alderman Rowden seconded it and the motion unanimously carried.

Hiring of Baseball Field/Concession Manager – Park Director Curt Kehoe was not present. City Clerk Christine Martin explained to the Board that Curt wanted to hire Megan Bote as part-time Baseball Field/Concession Manager at the rate of \$10.00 per hour. Mayor Heiliger made a recommendation to hire Megan Bote as part-time Baseball Field/Concession Manager at the rate of \$10.00 per hour. Alderman Smith made a motion to accept Mayor Heiliger's recommendation to hire Megan Bote as part-time Baseball Field/Concession Manager at the rate of \$10.00 per hour. Alderman Rowden seconded it and the motion unanimously carried.

Municipal Judge - Alderman Schuchmann made a motion to go out for RFQ's for the Municipal Judge. Alderman Rowden seconded it and the motion unanimously carried.

Ordinance/Resolutions

Bill #14-13 was read by title. AN ORDINANCE VACATING A FIFTEEN (15) FOOT EASEMENT ALONG THE WEST PROPERTY LINE OF LOT 5 OF INDIAN LAKE ESTATES, PLAT ONE, AS SHOWN ON SLIDE B-239 AND 240, WARREN COUNTY, MISSOURI, Alderman Rowden made a motion to read Bill #14-13 a second time by title. Alderman Smith seconded it and the motion unanimously carried. After the second reading, Alderman Schuchmann moved that Bill #14-13 be placed upon final passage. Alderman Smith seconded it and the motion unanimously carried. President of the Board then put the question “Shall Bill #14-13 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	Yea
Alderman Toothman	Absent	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 #788 of the City of Wright City, Missouri.

Resolution #15-13 was presented to the Board. Resolution #15-13 was read by title. A RESOLUTION ESTABLISHING A TRAINING AND TRAVEL POLICY FOR THE CITY OF WRIGHT CITY, MISSOURI. Alderman Smith made a motion to approve Resolution #15-13. Alderman Rowden seconded it and the motion unanimously carried. Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Smith	Yea
Alderman Toothman	Absent	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 #15-13 of the City of Wright City, Missouri.

Reports

Park – Park Director Curt Kehoe was at the Park with ball games. Karen Girondo gave his report and stated the Girl Scouts planted 50 trees and finished up this past weekend. Thirty (30) of them were planted in Diekroeger Park and twenty (20) of them were planted in Ruge Park. The Scotts Company donated the mulch and planting soil for the project. Ball Season was to start last week, but due to the rain it started tonight. State Representative Bryan Spencer has a town-hall meeting at the “Wil Heiliger” building on Friday, April 26th from 6 pm to 8 pm. The Spring Flea Market is Saturday, May 4th from 8 am to 2 pm. State Representative Bryan Spencer has another town-hall meeting at the “Wil Heiliger” building on Sunday, May 5th from 1 pm to 3 pm. There will be a Women’s Small Business Expo on Saturday, May 18th from 11 am to 4 pm. The Farmers Market has started and is at Diekroeger Park on every Thursday, from 3:30 pm to 6:30 pm.

Public Works - Superintendent Larry Janish gave report to the Board. He stated he purchased some steel concrete forms and stakes and the cost of the forms was \$1,199.70 and the cost of the ninety (90) 24” stakes was \$265.50. He said they are working on a list of shutoffs that need to be replaced. WWTF – The blowers are down waiting for the softstarts. He said they will install it themselves when it comes in. Nathan Rohr has passed his Wastewater Certification Test. Larry announced that Nathan now has three (3) baby girls.

Building Official – Superintendent Larry Janish provided the Board with report on new home building permits issued. Six (6) new home permits were issued to date. Other permits issued; one (1) sign permit, one (1) deck permit, two (2) pool permits and a fence permit. There were fifteen (15) residential occupancy inspections, and there were 26 violations notices with 13 already being resolved.

Police – Police Chief Saulters gave report to the Board. The Police Department had 567 calls for service resulting in 16 incident reports. Chief Saulters reported on the Detective Bureau’s reports and mentioned that Sgt. Doyle and Lt. Eskew gave a presentation to the Chamber of Commerce on Tuesday and said it went very well. He said that Detectives Matthews and Deatherage executed a search warrant and recovered one (1) ounce of heroin, among other items. It ended with an incarceration on the individual and he is out on parole with a \$25,000 surety bond. The person was also facing charges in St. Charles and Lincoln Counties. Chief Saulters said Officer Holifield went on a call with DFS to check the well being of a child and was given the consent to search the residence, where an active meth lab was discovered. Both individuals are now incarcerated.

Chief Saulters discussed some upcoming training for School Resource Officers at the Missouri Sheriff’s Association and said he would like to send Officers Chris Allen and Jeff Catron to it. He said the cost for the training is between \$150 and \$175 per person for a one-day training to be held later in May in Jefferson City. Alderman Smith made a motion to approve the training. Alderman Rowden seconded it and the motion unanimously carried.

City Hall – City Clerk Christine Martin gave report to the Board. A Business License was issued to Ashford Motors at 653 North Service Road West. Pending Business Licenses was an Antique Mall in the old “R & R” Restaurant building and the three (3) Fireworks Stands to Don Reed, Meramec Specialty and David Shaiper. Of the 88 Renewal Licenses, 86 Licenses were issued. A letter had been sent notifying the business owner they need to acquire their license by April 24th. City Clerk Christine Martin said she will proceed with requirements per the ordinance. No Peddlers License was issued, but a call was received about an individual going door-to-door and the Police Department stopped a person that matched the description and notified him of the license requirements. City Clerk Christine Martin stated there were ten applications received for the Janitorial Position with two of them being from a cleaning service. She said Winston has volunteered to work until someone is hired. She asked the Board about who would review and interview the applicants. Chief Saulters said he was concerned with security with a new person coming into the Police Department with them having sensitive material lying around on desks or in their mail baskets. He would like to do a thorough background check on anyone that is hired. He would also allow the new person to clean while he had an employee working in the department. Alderman Schuchmann explained it has been discussed to change the hours that cleaning is done to make sure people were in the building.

Alderman Schuchmann said for City Clerk Christine Martin and Treasurer Karen Girondo to take the initial look at the job applicants.

Chief Saulters added he would like the practice of bringing people through the City Hall to the Police Department to stop and that everyone is required to enter the Police Department through their front door.

Treasurer/Economic Development – Treasurer Karen Girondo gave report to the Board. She stated she had a visit from Joy Howard with WM Financial Strategies concerning the refinancing of the COPS and would like her to come to the next Board Meeting for the purpose of hiring her as the City’s Financial Advisor on these particular issues. Karen said there is a proposal for the Board’s review. She mentioned the \$397,000 sitting in the construction fund that was earmarked for a future upgrade to the WWTF and was to be spent within three (3) years, but was not spent due to the project’s lingering issues. WM Financial Strategies can possibly provide a Lower rate and smaller principal. The Cemetery Endowment CD is due on May 4th and is waiting for rates from the other banks, but does not think the City will receive the one (1) percent we are now getting. The interest from it is what the Memorial Society uses to offset the cost of mowing.

Economic Development: Karen stated she attended the monthly meeting for the Greater Warren County EDC and the two main topics was the CertainTeed announcement. She discussed the formation of the Enhanced Enterprise Zone (EEZ) with the first meeting at 9 am on Friday, April 26, 2013.

Review/Approval of Bills

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

Final Questions – Gina Allen was present and discussed the invitation to the CSPOA and said it was free to all elected officials and law enforcement officers. Gina Allen then discussed “Agenda 21” and how it will affect everyone, as it affects the “Bill of Rights” and the “Constitution”. Gina Allen presented the Police Chief, the Mayor and Board with a copy of a CD on “Agenda 21” and some literature on it and CSPOA.

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

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

The motion carried.

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

Approved _____

Attested _____