

**City of Wright City
Board of Aldermen Meeting Minutes
Thursday, June 26, 2014**

Signed in Attendance: Malcolm Stewart, Angie Reynolds, Bryan Pinette, Mike Sutherland, Chuck Ackerman, Tammy Alsop, and Dan and Susan Scott.

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

Staff and Others Present: City Clerk Christine Martin, Public Works Foreman Nathan Rohr, City Attorney Paul Rost, Police Chief Matthew Eskew, Pastor Joe Purl, and Police Officer Jim Hepperman. Park Director Curt Kehoe was absent. Robin Polston also attended the meeting.

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

Roll Call

City Clerk Christine Martin called roll with Mayor Heiliger, Aldermen Schuchmann, Toothman, and Rowden present. The City Clerk reported the Mayor and three (3) Board Members present.

Pledge of Allegiance

Nathan Rohr led everyone in the Pledge of Allegiance

Approval of Minutes

Minutes from Board Meeting of June 12, 2014 - Alderman Schuchmann made a motion to approve the minutes from the Board of Aldermen Meeting of June 12, 2014. Alderman Toothman seconded it and the motion unanimously carried._

Approval of Financial Reports – May – Alderman Schuchmann made a motion to approve the May Financial Reports. Alderman Rowden seconded it and the motion unanimously carried._

Responses to previous comments/concerns – None

Open Meeting to public comments/concerns – Mike Sutherland, Director of Boonslick Regional Planning Commission, was present and introduced himself to the Mayor and Board.

Public Hearing – Amend Chapter 430 Commercial Districts, Section 430.130 Commercial Permitted Uses, “C-5” Downtown Commercial District to allow certain residential use. Mayor Heiliger opened the Public Hearing. There were no questions or comments. Mayor Heiliger closed the Public Hearing.

Recommendations from Planning & Zoning

Application for Conditional Use Permit from James & Susan Scott, to operate a Flea Market on Saturdays from 7:00 am to 12 noon in the Spring, Summer, and Fall months at 312 Warren Avenue – Mr. James and Susan Scott were present from “A Walk Down Memory Lane”. He introduced himself and explained that the Flea Market will be on Saturday mornings from 7:00 am to 12 noon in the Spring, Summer and Fall months at 312 Warren Avenue. The time frame will be from March 1st to November 15th for having the Flea Market. He stated he will also only have the event on the west side of the building with a total of 24 spaces available. Alderman Schuchmann made a motion to accept the recommendations from Planning & Zoning. Alderman Rowden seconded it and the motion unanimously carried._

Amend Chapter 430 Commercial Districts, Section 430.130 Commercial Permitted Uses, “C-5” Downtown Commercial District to allow certain residential use – Alderman Schuchmann made a motion to accept the recommendations from Planning & Zoning. Alderman Toothman seconded it and the motion unanimously carried._

Old Business

RFQ’s – Sewer System Study – Treasurer/Economic Developer Karen Girondo stated she applied for and submitted a “Small City Sewer Study Grant”. Karen suggested interviewing a couple of the firms that RFQ’s were received on. She said there is no deadline for submittal.

Scott’s – Karen Girondo said she’s contacted Jerry from Scott’s and was waiting for a formal request to be submitted.

New Business

2013 Audit – Tammy Alsop – Hochschild, Bloom & Company – Tammy Alsop, Partner of Hochschild, Bloom & Company, was present and went over the 2013 Audit Report in detail with the Board. She thanked the Mayor and Board and Treasurer Karen Girondo and all of her staff. _

Approval of 2014-15 Liquor Licenses – Alderman Schuchmann made a motion to approve the Liquor Licenses upon final payment. Alderman Rowden seconded it and the motion unanimously carried._

Payment Agreement Status Report – The Board discussed the Payment Agreement Status Report. Alderman Rowden made a motion to approve the Payment Agreement Status Report. Alderman Toothman seconded it and the motion unanimously carried.

Request for Utilities Payment Agreement – Account 400190004 – Alderman Rowden made a motion to approve the Request for Payment Agreement. Alderman Schuchmann seconded it and the motion unanimously carried._

Request for Vacation Carryover – City Hall – Alderman Rowden made a motion to approve the Request for Vacation Carryover. Alderman Schuchmann seconded it and the motion unanimously carried.

Downtown Conference – Treasurer Karen Girondo said she has been talking to quite a few of the downtown business and all of them are concerned with losing some of the businesses. She said a few of the businesses have discussed starting a “Downtown Revitalization Committee”. The State of Missouri has a program called Missouri Downtown Revitalization and their annual conference is in St. Louis at the end of July and has a basic program that opens up some grant opportunities and informs you on how to set up a committee. She thinks it would show the business people that we are trying to do something for them. Karen Girondo discussed the cost with the Board. Alderman Rowden made a motion to approve the request for Karen Girondo to attend the conference. Alderman Schuchmann seconded it and the motion unanimously carried.

Chuck Ackerman – Charles Ackerman was present and said he was representing the Board of Quail Creek Subdivision. Mr. Ackerman said the association thanked the City for the sidewalks and said they are very happy with the sidewalks, in addition to them keeping the kids off of the streets. Mr. Ackerman said the association does have concerns with the entrance with regards to the sprinkler system and some of the berm maintenance that will be required to get the subdivision back to the way it was before the sidewalk project. They are requesting the City to participate in paying for the maintenance issues that occurred during the construction of the sidewalks. He asked if it could be worked out as it is not in their budget. Charles Ackerman said there are needed repairs to the sprinkler systems with the cost of about \$700 and the berms will need to be pushed back for the cost of \$500 - \$600 to push back and re-mulch the berm. Alderman Schuchmann said the City needs a formal written request. Mr. Ackermann also discussed the scholastic scores of Wright City Schools and feels a public notice or billboard should have been made available for to the public and prospective home buyers. Karen showed Mr. Ackerman a flyer that is provided to all new homeowners and tenants that come to City Hall. Robin Polston also explained to Mr. Ackerman that the word is actually getting out to the public and brochures are provided in all Welcome Packets. Alderman Toothman asked if the Superintendent of the Wright City Schools has been contacted. Mr. Ackerman said he believed he was notified.

Disability Insurance – Treasurer Karen Girondo discussed the Short Term Disability that the employees pay for that has a cap of \$500 per week. She talked to Matt Speight to see if the limit on the current policy could be raised and it can't. Matt Speight provided several bids to compare with to see if they could get better coverage for employees. MetLife provided the best bid, due to it being paid by the City, and was considerably lower on the City's cost, and provided a lower cost to most employees with the exception of a few. Alderman Schuchmann said he was okay with it as long as the employees are okay with it.

Ordinance/Resolutions

Bill #15-14 Ordinance – AN ORDINANCE AMENDING CHAPTER 430 COMMERCIAL DISTRICTS, SECTION 430.130 COMMERCIAL PERMITTED USES, C-5 DOWNTOWN COMMERCIAL DISTRICT ALLOW CERTAIN RESIDENTIAL USE. Alderman Rowden made a motion to read Bill #15-14 a second time by title. Alderman Toothman seconded it and the motion unanimously carried. After the second reading, Alderman Rowden moved that Bill #15-14

be placed upon final passage. Alderman Toothman seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #15-14 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Bruce	Absent
Alderman Toothman	Yea	Alderman Rowden	Yea

The Bill having the majority vote of the members present was adopted. Said Bill was presented to the Mayor and President of the Board for their signatures and approval and then duly signed and becomes Ordinance #829 of the City of Wright City, Missouri.

Reports

Park – Park Director Curt Kehoe was not present.

Public Works – Public Works Foreman Nathan Rohr reported to the Board.

Bell Road Sidewalks – Nathan Rohr said they’ve been doing dirt work on the Bell Road Sidewalk Project as they had a couple of slabs expand and rise up due to high temperatures.

Water Break – Nathan Rohr explained the water break last Thursday on Wildcat near First State Community Bank due to the boring company, Utilibore for Charter Communications, boring into the water line. They bored into the line that was about 1-1/2 feet off of the marked locate and there was no tracer wire in the water line. Nathan stated the bore into the water line was at four feet and he was told by the company they were staying at 2 feet deep. He said the bore was into the valve which prevented him from shutting the water valve down. The break was completely fixed on Friday at 7:00 pm

Sewer Backup – Falcons Crest – The City’s Sewer machine broke down while pumping the Lift Station out. With the emergency, the City of Warrenton was called and they helped out.

Building Official – The Building Report was submitted for the first meeting of the month.

Police – Police Chief Eskew was present and reported to the Board and said they had 612 calls for service, with 22 incident reports since the last meeting. He said the calls included property damage, tampering with a motor vehicle, burglary, fugitive arrests, and a natural death. He said the property damage happened at Ruge Park by two (2) vehicles being driven onto the park causing damage. The suspects have received summons. The detectives have closed three (3) outstanding felony cases. Last Friday, he and Officer Catron met with Trotters Creek Subdivision regarding a Neighborhood Watch Program and provided them with some tips on recognizing and reporting suspicious activity. The Kerland Subdivision has already contacted the Police Department for setting up a Neighborhood Watch Meeting.

City Hall – City Clerk Christine Martin gave report to the Board. The new Business Licenses issued was to Don Reed dba Reed’s Rockets for a Temporary Fireworks Stand at 425 West Service Road North. Pending Proposed Business License is for an Internet Firearm Sales Business by Todd Plumb in the Lake Tucci Subdivision Business and Fearsome Entertainment, LLC, for a Haunted Attraction. Business License Renewals – 100 Renewals sent out, five (5) have closed, 94 Licenses issued to date, with 1 Pending Outstanding Licenses.

Conditional Use - Received three (3) applications for Conditional Use Permits. Two (2) were scheduled for the June 16th P&Z Meeting and they are William Survant for 123 W. First St. North for requesting residential use in a commercial district (postponed to July P&Z

Meeting), and James & Susan Scott for a Saturday morning seasonal Flea Market at 312 Warren Avenue The other one (1) is scheduled for the July 21st P&Z Meeting and it is Jessica Grose for a Home Office only for a photography business.

Wright City Community Cleanup Day – The Fall Cleanup is scheduled for October 11th and will put it on the City’s Website and on Facebook page.

Training – City Clerk Christine Martin and Treasurer Karen Gironde Attended the LPA training class on Tuesday, June 17th. She also attended the Ethics Class at Warrenton City Hall on June 24th, along with Marie Hollenbeck.

Wright City Cemetery – Attended the Memorial Society Meeting on June 6th. It was decided to have a “Tree Planting Committee” for planting of trees since it is not allowed and to draft an amendment to the current ordinance allowing plantings through the Tree Planting Committee. The members on the Tree Planting Committee are Karen Gironde, Marie Hollenbeck and Robert Phegley.

Treasurer/Economic Development – Treasurer Karen Gironde gave report to the Board. Financials for May were included in the packet. She said all revenue/expense accounts should be at 42 percent and is at 42 percent, except Court due to Housing of Prisoners and the Court Move. She discussed the 2013 Audit Management Letter and ways she planned to resolve issues addressed.

Facebook Page – Karen said with the water break, she created a Facebook page where she can put information out there on emergencies like this or events. She would like to put a weekly spotlight on it for City employees. There will be a procedure manual on what to do for water breaks. Karen learned that we are to contact the Warren County Health Department whenever there is a water break.

Meetings – Attended a meeting with Bart Korman regarding the sales tax bills that the governor has vetoed. He wants to know what bills the Cities and Counties feel they could live with, or couldn’t live with. She attended the Boonslick Regional Planning quarterly meeting. They talked about the Transportation Sales Tax to be on the Ballot in August and the funding for Block Grants. She explained to the Board that the next Greater Warren County EDC quarterly Board Meeting is set for Thursday, July 10th at the “Wil Heiliger Building,” which she will be attending instead of the Board of Aldermen Meeting. They will tell what the EDC has been doing and will have a panel discussion on the Transportation Sales Tax that will be on the Ballot. She asked if the Board could possibly get out of the meeting early and attend the meeting.

Chamber 75th Anniversary - Karen thanked everyone for attending the event. Alderman Schuchmann made a motion to change the meeting time for July 10th to 6:00 pm. Alderman Rowden seconded it and the motion unanimously carried.

Review/Approval of Bills

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

Final Questions – Angie Reynolds was present and questioned the enforcement of signs and banners on the right of ways as she has received phone calls. Robin Polston said the persons complaining can come up and fill out a complaint form. Alderman Toothman stated the small signs were removed because they were in the State Right of ways.

Charles Ackerman asked about the new junk yard forming on Bell Road. Mayor Heiliger said it is in the County and is out of our hands.

Alderman Schuchmann thanked Public Works Foreman Nathan Rohr for following through with the emergency water break.

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 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)); hiring, firing, disciplining or promoting employees (610.021(3)). Alderman Toothman seconded it and roll call was taken:

Alderman Schuchmann	Yea	Alderman Toothman	Yea
Alderman Bruce	Absent	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	Yes
Alderman Bruce	Absent	Alderman Rowden	Yes

The motion carried.

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

Approved _____

Attested _____