

**City of Wright City
Board of Aldermen Meeting Minutes
Thursday, July 14, 2016**

Signed in Attendance: James Scott, Tammy Alsop, Patsy Jones and Brian MeKan. Jimmy Potts of Warren County Record and Matt Jaspering of St. Charles County Water District 2 were also present.

City Official Attendance: Mayor Heiliger, Aldermen O'Connor, Dixon, Rowden and Toothman were present.

Staff and Others Present: City Clerk Christine Martin, Treasurer Karen Girondo, City Attorney Paul Rost, Chaplin Joe Purl, Kenny Robinett of the Public Works Department, and Officer Jim Hepperman. Park Director Curt Kehoe and Police Chief Matthew Eskew were absent.

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

Roll Call

City Clerk Christine Martin called roll with Mayor Heiliger, Aldermen Dixon, O'Connor, Rowden and Toothman present. The City Clerk reported the Mayor and four (4) Board Members present.

Pledge of Allegiance

Chief Eskew led everyone in the Pledge of Allegiance.

Approval of Minutes

Minutes from Board Meeting of June 23, 2016 – Alderman Toothman made a motion to approve the minutes from the Board of Aldermen Meeting of June 23, 2016. Alderman Dixon seconded it and the motion unanimously carried._

Minutes from Board Meeting of July 7, 2016 – Alderman Toothman made a motion to approve the minutes from the Board of Aldermen Meeting of July 7, 2016. Alderman Rowden seconded it and the motion unanimously carried._

Approval of Financial Reports – June – Alderman Rowden made a motion to approve the Financial Reports for June. 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

Recommendations from Planning & Zoning – None

Old Business - None

New Business

Request for Special Permit – Sunrise United Methodist Church – Pastor Troy Merseal was present and asked for a Special Permit to promote a community event with no alcohol being served. They will have free pumpkins, hay rides, games, apple butter making, snow cones, brats, etc. He stated the proceeds will go to the Wright City School District Foundation, a Scholarship Fund Program, and Operation Backpack for St. Charles, Lincoln and Warren Counties. It will be advertised on a billboard. Alderman Toothman asked Pastor Merseal if he was requesting any extra security and he stated only drive-through from the Police Department. Alderman Rowden made a motion to approve the Special Permit. Alderman O'Connor seconded it and the motion unanimously carried.

Request for Special Permit – Ball's Q-Shack – Travis and Sonda Ball were both present to request a Special Permit for a 10 Year Anniversary Celebration to be held with a blues band. He said they plan to have jump pits for the kids. The band will stop by 8:30 or 9:00 pm. Neighbors have all been contacted and are fine with it. Alderman Toothman made a motion to approve the Special Permit with the stipulation that the music shuts down by no later than 10:00 pm. Alderman O'Connor seconded it and the motion unanimously carried.

Welcome Sign – Kenny Robinett presented two (2) samples of the proposed Welcome Sign and asked the Board which sign sample they wanted. The Board selected the sample printed on the right hand side with the City Logo.

624 Westwoods – Kenny Robinett asked for some direction from the Board. City Attorney Paul Rost said he will do a "step by step" procedure for the City to use. The process should take about 45 days. Alderman Rowden made a motion to follow the direction of the City Attorney and to move forward with it. Alderman Dixon seconded it and the motion unanimously carried.

Sale of Police Car – Alderman Rowden made a motion to accept the request of Chief Matthews to sell the police car. Alderman Toothman seconded it and the motion unanimously carried.

Selection of Architect – Alderman Rowden made a motion to go into negotiations with Cochran/JEMA for the Architectural Engineering and Design services of 626 Westwoods Road for the new City Hall and 203 Veterans Memorial Parkway for the Police Department. Alderman O'Connor seconded it and the motion unanimously carried.

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

UB Adjustment Request – Account #400195005 – Alderman Rowden made a motion to approve the adjustment request. Alderman Toothman seconded it and the motion unanimously carried.

UB Adjustment Request – Account #100715001 & 100715002 – Alderman Rowden made a motion to approve the payment agreement request. Alderman Toothman seconded it and the motion unanimously carried.

UB Adjustment Request – Account #100033002 – Treasurer Karen Girondo explained to the Board the request from Utility Clerk Robin Polston to consider waiving penalties on an account that has a payment agreement. The customer has been faithful with payments but is getting discouraged due to the large amount of penalty that is added each month. The Board asked Treasurer Karen Girondo to prepare some figures for their review at the next meeting.

UB Balance Adjustment Report – June – Alderman Rowden made a motion to approve the report. Alderman Toothman seconded it and the motion unanimously carried.

General Code – Update Proposal on SB 491 – Offenses – Treasurer Karen Girondo stated Mike Perry of General Code came out with some figures to update the offenses required by SB 491 and for recodification of the entire Municipal Code. The cost for total recodification is \$12,500 to \$13,000, which includes the cost to update the SB 491 Offenses by the deadline of January 1, 2017. It will be a lengthy process that will be budgeted over a two to three year period. Alderman Rowden made a motion to follow the recommendations of the Treasurer Karen Girondo and City Clerk Christine Martin to update the Municipal Codes as proposed. Alderman O'Connor seconded it and the motion unanimously carried.

Police Department Promotion – Police Chief Matt Eskew submitted in writing to the Board a letter recommending promotion of Detective Deatherage to the rank of Sergeant, effective immediately. Mayor Heiliger made a recommendation based on Chief Eskew's recommendation to promote Detective Deatherage to the rank of Sergeant at the hourly rate of \$18.39, effectively immediately. Alderman Rowden made a motion based on the Mayor's recommendation to promote Detective Deatherage to the rank of Sergeant at the hourly rate of \$18.39, effective immediately. Alderman Toothman seconded it and the motion unanimously carried.

Ordinance/Resolutions

Bill #25-16 Ordinance – An Ordinance was read by title. AN ORDINANCE DESIGNATING TRUCK ROUTES AND RELATED REGULATIONS IN THE CITY OF WRIGHT CITY, MISSOURI. Alderman Dixon made a motion to read Bill #25-16 a second time by title. Alderman Toothman seconded it and the motion unanimously carried. After the second reading, Alderman Rowden moved that Bill #25-16 be placed upon final passage. Alderman Toothman seconded it and the motion unanimously carried. Mayor Heiliger then put the question "Shall Bill #25-16 be passed and become an Ordinance?" Roll was taken with the following vote:

Alderman Dixon	Yea	Alderman Rowden	Yea
Alderman O'Connor	Yea	Alderman Toothman	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 #888 of the City of Wright City, Missouri.

Bill #26-16 Ordinance – An Ordinance was read by title. AN ORDINANCE ACCEPTING THE GETTYSBURG-BELL ROAD SANITARY SEWER EXTENSION BY THE CITY OF WRIGHT CITY, MISSOURI. Alderman Rowden made a motion to read Bill #26-16 a second time by title. Alderman Toothman seconded it and the motion unanimously carried. After the

second reading, Alderman Rowden moved that Bill #26-16 be placed upon final passage. Alderman Toothman seconded it and the motion unanimously carried. Mayor Heiliger then put the question “Shall Bill #26-16 be passed and become an Ordinance?” Roll was taken with the following vote:

Alderman Dixon	Yea	Alderman Rowden	Yea
Alderman O’Connor	Yea	Alderman Toothman	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 #889 of the City of Wright City, Missouri.

Alderman Rowden mentioned the signs Wentzville had in place and asked that the City checks into doing the same to inform the residents.

Reports

Park – Curt Kehoe was not present.

Public Works – Kenny Robinett represented the Public Works Department and reported to the Board.

Police – Police Chief Eskew was not present.

City Hall – City Clerk Christine Martin went over her report with business licenses; 99 renewals issued and one (1) pending. Pending Conditional Use is Cheryl Lambright, 206 Freedom Lane for a home office for Trinity Communications. There was one (1) burial on Monday, July 11th; Estelle James. She will be training Marie Hollenbeck on marking graves as another backup person in the event she is not available. The Annual Board of Adjustment Meeting was held on June 29th at 6:15 pm. All members were present except one. At the last meeting Alderman Rowden suggested put up signs notifying the public about the new ordinance allowing Fireworks in the City. City Clerk Christine Martin said she was able to get eleven (11) signs ordered and they were placed at intersections throughout the City to notify the public.

City Clerk Christine Martin asked the Board for direction on the delinquent licenses. Alderman Rowden made a motion to make one last contact with the outstanding delinquent businesses stating their Business License is due by close of business on July 29th, otherwise the City will proceed with additional legal approach. Alderman Toothman seconded it and the motion unanimously carried.

Treasurer/Economic Development – Treasurer Karen Girondo was present and reported to the Board. The June Financial Statements were in the packet and the 2016 GO Bond Public Facilities bank account is under Account 15 in the reports. She stated expenditures are where they should be, but sales tax is running about four (4) percent under what was budgeted so we will need to watch it. We are compliant with Senate Bill 5 passed and are only 25 percent of what was budgeted for regular traffic fines. We are at 100 percent with building permits issued for the year. Water and Sewer revenues are at budget. The Assessed Valuation was received and Personal Property/Real Estate Valuations have gone up \$3,466,116. She is working on the Six-month Financial Statement that needs to be published by July 28th.

Closed on the Church property on June 27th and everything work out. Karen stated she had a post-bond conference with Tom Cunningham and Kim Diamond of Cunningham, Vogel & Rost.

Submitted the Grant Application to DNR for the Well Plugging on July 1st and they have received it. The City should be notified on the application within the next few weeks. Karen discussed that the WWTF Blower Motor Equipment turned over to EDI was never sold and they want to know what to do with it. City Attorney Paul Rost stated he would look at the contract in regards to the equipment.

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

Final Questions – Matt Jaspering of St. Charles County Water District 2 asked what the status of the WWTF and if the sewer study was done. Karen stated it was at State and they should be submitting it back to the City at any time.

Adjournment – Alderman Rowden made the motion to adjourn the meeting at 7:30 pm. Alderman Toothman seconded it and the motion unanimously carried.

Approved _____

Attested _____