

**City of Wright City
Board of Aldermen Meeting Minutes
Thursday, July 24, 2014**

Signed in Attendance: Jessica Grose, Tim Schmidt of the Warren County Record, Vaughn Telfer, and Gary Beeman

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

Staff and Others Present: City Clerk Christine Martin, Superintendent Larry Janish, City Attorney Paul Rost, Treasurer Karen Gironde, Police Chief Matthew Eskew, Pastor Joe Purl, and Police Officer Jim Hepperman. Park Director Curt Kehoe was absent.

Mayor Heiliger called the meeting to order at 6:00 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

Isaac and Austin Purl led everyone in the Pledge of Allegiance

Approval of Minutes

Minutes from Board Meeting of July 10, 2014 - Alderman Schuchmann made a motion to approve the minutes from the Board of Aldermen Meeting of July 10, 2014. 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

Application for Home Occupation Conditional Use Permit from Jessica Grose, to operate a Home Office for a Photography Business at 204 Midland Drive – Ms.

Jessica Grose was present and stated she plans to only conduct an office out of her home for the purpose of editing pictures and making phone calls to clients. Ms. Grose stated she does not have a studio in her home and will have no visitors coming to her home for the business. Alderman Schuchmann made a motion to accept the recommendations from Planning & Zoning with the stipulations as outlined. Alderman Toothman seconded it and the motion unanimously carried._

Application for Conditional Use Permit from Vaughn Telfer to do Auto Body Repair at 201 Hedeman Avenue – Mr. Telfer was not present for this reading but arrived later in the meeting. Alderman Schuchmann explained Mr. Telfer will be using the building to do finishing work to vehicles and will not be painting in the building, or have additional traffic. He said that Planning & Zoning heard the request and stated Mr. Telfer understands and is aware of the stipulations and requirements placed on his business by Planning & Zoning and states that shop will be for personal use and not open to the general public. Alderman Rowden made a motion to accept the recommendations from Planning & Zoning with the stipulations as outlined. Alderman Bruce seconded it and the motion unanimously carried.

Off-Street Parking Review – Alderman Rowden made a motion to accept the recommendations from Planning & Zoning and that the Board reviews the draft. Alderman Toothman seconded it and the motion unanimously carried. City Attorney Paul Rost said he will also go over the document.

Old Business

Paul Hunt – Request for Holding Tanks for Utilities – Mr. Hunt was not present and there was no discussion. City Clerk Christine Martin stated there is a copy of the letter sent to Mr. Hunt in the Board Packet. She stated she did call and talk to him regarding what the letter stated.

Scotts – Gerald Struttman, Plant Manager, of Scotts provided a letter of request. Alderman Schuchmann made a motion to approve the request from Scotts for the water meter to be split out as a “water only” meter and to adjust the sewer charges in the amount requested for June and July. Alderman Toothman seconded it and the motion unanimously carried.

Disability Insurance – Treasurer Karen Girondo said she checked with everyone and they were good with making the change from Principal to Metlife. Alderman Schuchmann made a motion to approve making the change from Principal to MetLife. Alderman Toothman seconded it and the motion unanimously carried.

Rite Sole Building – Mayor Heiliger stated the City was negotiating a price to pursue purchase of the building owned by Mr. Ned Stanley.

RFQ's for Sewer Study – Treasurer Karen Girondo said the City did receive a \$50,000 Grant to go towards a sewer study. Karen said she had completed the advertising per the State's requirement and the next step was to select an engineering firm. She discussed a rating form that need to be used for the selection process. The City has until September 30th to pick an engineering firm and submit a preliminary engineering contract to the State. Superintendent Larry Janish said he would like to talk to the firms. Alderman Schuchmann asked that the interview be set up for next week.

Ordinance to make Shut-off Valves Accessible – Owners Responsibility – City Attorney Paul Rost presented a draft of the ordinance with some changes. Superintendent Larry Janish said he will review the ordinance.

Utility Department – Access to Private Property (Inside/Outside City Limits) – City Attorney Paul Rost said he just put together a table of where that authority is in the code book. Superintendent Larry Janish said he will also review the drafted table. Alderman Rowden suggested laminating a few for the guys to keep with them in the trucks.

New Business

Mobile Phones – Treasurer Karen Girondo explained that the City has had trouble with the direct connect from Sprint, so she got a proposal from Verizon. Karen said the current cost is \$440 to \$450 per month for all departments. The new Verizon contract will be a little more. Karen stated there are only two (2) City phones for the detectives that include texting besides hers. The phones will be free, except for Karen's phone. The phones will be military grade, except for Karen's phone. Karen said she doesn't know if there is a termination fee for Sprint or if the City will be held to a contract. There will be 1900 shared minutes for all of the phones, but the cost of texting will be per individual phone. Chief Eskew reiterated the problem they have had with direct connect and are continuing to have with the phones and Superintendent Larry Janish agreed. Alderman Rowden made a motion to approve changing from Sprint to Verizon with acquisition of the Military grade phones per the proposed contract. Alderman Schuchmann seconded it and the motion unanimously carried.

Bids for City Services – Treasurer Karen Girondo asked the Board if she should go out on bid for services, such as auditing, health insurance, and City Insurance. She said this is the third year on the current auditing firm. Alderman Schuchmann said he did not see any concern with changing Employee Health Insurance with MCHCP at this time and feels we could possibly wait another year or two, and the Board agreed. The Board also agreed to keep MOPERM and not rebid at this time. Alderman Rowden suggested going out on bids for the Auditing Services and to ask for a set three (3) year set contract with an additional two (2) year option and the other Board Members agreed.

Payment Agreement Status Report – Alderman Schuchmann 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 #100511008 – Alderman Toothman made a motion to approve the Payment Agreement. Alderman Bruce seconded it and the motion unanimously carried.

Request for Utility Billing Adjustment – Account #200836002 – Alderman Schuchmann made a motion to deny the request for adjustment. Alderman Rowden seconded it and the motion unanimously carried.

Request for Utility Billing Adjustment – Account #101067003 – Alderman Schuchmann made a motion to adjust the bill to remove the penalty. Alderman Toothman seconded it and the motion unanimously carried.

Request for Destruction of Records – City Clerk Christine Martin answered questions that the Board had regarding destruction of records. Alderman Rowden made a motion to approve destruction of records as submitted by the City Clerk. Alderman Toothman seconded and the motion unanimously carried.

School Resource Officer – Police Chief Eskew discussed the School Resource Officer and communications he had with Dr. Gaines of the Wright City School District. The cost of the School Resource Officer will be split with the School. He explained that Officer Catron has had the training to become a School Resource Officer and recommended proceeding with the SRO Program. Alderman Schuchmann made a motion to proceed with the School Resource Officer in cooperation with Wright City School District. Alderman Rowden seconded it and the motion unanimously carried.

Police Chief Eskew stated with the SRO Program, he will need to replace Officer Catron's position as Patrol Officer. He recommended transferring Officer Chris Beard from Part-time to Full-time at \$16.50, without a probation period. Mayor Heiliger made a recommendation to transfer Officer Chris Beard from Part-time to Full-time at \$16.50 per hour effective August 8, 2014, without a probationary period. Alderman Schuchmann made a motion to promote Officer Chris Beard from Part-time to Full-time with pay of \$16.50 per hour effective August 8, 2014, without a probationary period. Alderman Bruce seconded it and the motion unanimously carried.

Utility Department Truck Financing – Treasurer Karen Girondo discussed financing for the new truck and stated she contacted all three banks in town. The options are municipal leases with two of the banks or the option of CD Collateral. She said that the CD we have is actually with Water and Sewer Funds, and that would be the simplest method. The interest rates for financing the truck would be from 2.5 to 4.0 percent. The price of the truck is \$61,280.00 which includes the plow and spreader. The Board agreed to just pay for the truck, without obtaining financing. Larry Janish said we need to have a check ready for when the truck is delivered, around August 15th. Larry said he will wait until the August 14th meeting for a check.

Request for a Picnic Liquor License for Lion's Club at Strassenbash – Mr. Beeman was present to request the Picnic Liquor License for the Lion's Club for the Strassenbash event. Chief Eskew said it worked very well last year having the alcohol served and consumed only in the Beer Garden. Alderman Schuchmann made a motion to approve the picnic license and to waive the fee. Alderman Toothman seconded and the motion unanimously carried.

Ordinance/Resolutions

Bill #16-14 Ordinance – AN ORDINANCE AMENDING CHAPTER 130 CITY CEMETERY FOR THE PURPOSE OF ESTABLISHING A "TREE PLANTING COMMITTEE," BY AMENDING SECTION 130.250 AND ADDING A NEW SECTION 130.260 "TREE PLANTING COMMITTEE". Alderman Rowden made a motion to read Bill #16-14 a second time by title. Alderman Toothman seconded it and the motion unanimously carried. After the second reading, Alderman Schuchmann moved that Bill #16-14 be placed upon final passage. Alderman Rowden seconded it and the motion unanimously carried. Mayor Heiliger then put the question "Shall Bill #16-14 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 presented to the Mayor and President of the Board for their signatures and approval and then duly signed and becomes Ordinance #830 of the City of Wright City, Missouri.

Reports

Park – Park Director Curt Kehoe was not present.

Public Works – Superintendent Larry Janish reported to the Board.

Bell Road – Backfill – Larry said the summer employees are still working on backfilling, and getting ready to seed and straw the area. He said they will have it completed soon.

Indian Head Lodge Road – Overlay – This should be started the first week of August.

New Dump Truck – The new truck should be put together and delivered on August 15th.

Water Valve Locations – Nathan has been in the process of verifying subdivision valve locations. Once they are verified copies will be made and a copy will be kept at both the City shed and at City Hall.

Wildcat Drive – Pipe Placement – Larry said that they will be shutting Wildcat Drive down at the Bus Shed to replace a new 36 inch pipe across the roadway next week before school starts. He said they will also be installing a 12 inch pipe across Westwoods Road by the Lion’s Club, where the road is caving in.

WWTF – Larry said they had to rebuild a pump at the main lift station at the WWTF and a pump at a lift station on Hwy J.

Building Official – The Building Report was submitted in the Packet.

Police – Police Chief Eskew was present and reported to the Board and said they had 585 calls for service, with 21 incident reports since the last meeting. The calls included fugitive arrests, Disorderly Conduct, Contempt of Court, DWI, Property Damage, Domestic Assault, and Possession of Dangerous Drugs. He thanked all of the volunteers, supporting businesses, and citizens that helped at the DARE Rod Run. Chief Eskew said that on July 15th, Officer Ryan and “Canine Zeus” assisted the Missouri Highway Patrol with tracking a suspect that fled on foot. On July 16th and 17th all of the officers requalified on their firearms at Quail Creek Gun Club. They had good weather and hospitality offered by the gun club. He is currently working on a firearms class to include moving targets and night-fire.

City Hall – City Clerk Christine Martin gave report to the Board. Pending businesses are Todd Plumb and Fearsome Entertainment. Business License Renewal Status is the same. There was one (1) new Conditional Use Permit coming up for August, which is a Saturday Flea Market being requested by Don Reed. The “Wright City Community Fall Cleanup Day” is scheduled for October 11th, and is now on the website.

Treasurer/Economic Development – Treasurer Karen Girondo provided a report to the Board. She went over financials and said the Six-Month Financial Report that was attached.

Karen said we received credit card devices at no cost from CourtMoney.com. Credit Cards can now be swiped, which will make the process faster.

Landlord Accounts – Karen said she is almost done with the landlord update and still has about half of them to be linked.

She stated she will be out of town next Tuesday through Thursday for the Main Street-Downtown Revitalization Seminar.

Karen said Representative Spencer asked the City for a list of vetoed bills that the City is interested in.

Welcome Sign – Karen provided Eric Maninga of MODOT with the sketch of the sign for the viaduct from Bill Daum and said he will get back with what else is needed.

Review/Approval of Bills

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

Final Questions – Pastor Joe spoke of the Board’s thankless job and said the children are why the Board does what they do, including the department heads and staff.

Mayor Heiliger discussed the DARE Rod Run and said it went very well. He thanked everyone for their help.

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)); Leasing, purchasing, or sale of real-estate (610.021(2)) and, hiring, firing, disciplining or promoting employees (610.021(3)). Alderman Bruce seconded it and roll call was taken:

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	Yes
Alderman Bruce	Yea	Alderman Rowden	Yes

The motion carried.

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

Approved_____

Attested_____