

**City of Wright City
Board of Aldermen Meeting Minutes
Thursday, August 14, 2014**

Signed in Attendance: Angie Reynolds, Emmet and Doris Brakensiek, Garriel Brooksher and Tim Schmidt of the Warren County Record. Dennis and Tonya Harris of Harris Automotive were also present.

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

Staff and Others Present: City Clerk Christine Martin, City Foreman Nathan Rohr, City Attorney Paul Rost, Treasurer Karen Gironde, Police Chief Matthew Eskew, and Police Officer Jim Hepperman. Park Director Curt Kehoe was absent.

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 Bruce present. The City Clerk reported the Mayor and three (3) Board Members Present. Alderman Rowden arrived a few minutes later; therefore, four (4) Board Members were present for the remainder of the meeting.

Pledge of Allegiance

Nathan Rohr led everyone in the Pledge of Allegiance

Approval of Minutes

Minutes from Board Meeting of July 24, 2014 - Alderman Schuchmann made a motion to approve the minutes from the Board of Aldermen Meeting of July 24, 2014. Alderman Toothman seconded it and the motion unanimously carried._

Minutes from Special Board Meeting of July 23, 2014 - Alderman Schuchmann made a motion to approve the minutes from the Special Board of Aldermen Meeting of July 23, 2014. Alderman Toothman seconded it and the motion unanimously carried._

Approval of Financial Reports – July - Alderman Bruce made a motion to approve the July Financial Reports. Alderman Toothman seconded it and the motion unanimously carried._

Responses to previous comments/concerns – None

Open Meeting to public comments/concerns – Garriel Brooksher of 802 Legolas Lane was present and complained about low water pressure in the evening hours. Public Works Foreman Nathan Rohr explained he had been to the residence about four to five times over

the last few years. Nathan said Mr. Brooksher lives at the end of the line and the eight (8) inch main is not looped into the other streets yet. He said the City can only give a maximum of 53 PSI in water pressure per State Requirements. His only suggestion was for the resident to install a booster pump in his house at his own expense. Mr. Brooksher explained that some of his neighbors have also complained to him about low water pressure, and if possible he could bring a petition to the next Board Meeting. Mr. Brooksher suggested that the City send someone to his house after 6:00 pm to check the pressure. Alderman Schuchmann suggested it could be the lateral going to his house, but agreed for the City to come over at 6 pm on Friday to check the water pressure.

Doris Brakensiek addressed the Mayor and Board regarding their rental home at 102 Oak Street. She asked if there was an ordinance that prohibits property owners to allow brush and vegetation to be overgrown on sidewalks. She asked if the City will enforce them to be maintained. She said 12 years ago the City allowed the previous owner of the house next to her property to build a shed on or near her property line without any setback. Water runoff from the shed is destroying her property. She asked if the City could get the neighbor to clean up her brush. Mayor Heiliger said he would look into it.

Public Hearing – Public Hearing for setting the 2014 Tax Rates - Mayor Heiliger opened the Public Hearing on the 2014 Tax Rates. There were no questions or comments. Mayor Heiliger closed the Public Hearing on the 2014 Tax Rates.

Recommendations from Planning & Zoning - None

Old Business

RFQ's for Sewer Study – Treasurer Karen Gironde went over the ratings for the engineering firms that were interviewed. The ratings were 83.5 percent for Kuhlmann Design, 75 percent for Gonzalez, 73 percent for Cochran, and 68 percent for HDR. Karen said a sample contract will have to go to the State for their approval before the City can enter into contract with a firm. Alderman Schuchmann made a motion to have Kuhlman Design to come in to discuss terms of the contract and price. Alderman Toothman seconded it and the motion unanimously carried.

D.A.R.E. Rod Run – Dennis Harris of Harris Automotive was present to discuss the DARE Rod Run. He said it was the third year they held the event in Wright City and they were trying to grow the event more each year, as he explained it took Wentzville 25 years to grow it to the size that it is now. Dennis Harris presented the City with a check with proceeds from the D.A.R.E Rod Run Event in the amount of \$2,091.49. He said he believes the money goes to a good cause. Police Chief Eskew thanked Dennis Harris for the donation received that funds the Wright City D.A.R.E Program.

New Business

Hiring of Full-Time Maintenance Worker – Public Works – Superintendent Larry Janish submitted a letter to the Mayor and Board asking permission to reinstate Kyle Justice as a full-time Public Works Maintenance worker at 13.50 per hour, as he already has a Water and Wastewater License. He stated he was a good employee and a hard worker. Mayor Heiliger made a recommendation to reinstate Kyle Justice as a Full-Time Public Works Maintenance Worker at the rate of pay of \$13.50 per hour effective September 1,

2014, without a probation period. Alderman Schuchmann made a motion based on Mayor Heiliger's recommendation to reinstate Kyle Justice as a Full-Time Public Works Maintenance Worker at the rate of pay of \$13.50 per hour effective September 1, 2014, without a probation period. Alderman Bruce seconded it and the motion unanimously carried.

Signing of Agreements – Treasurer Karen Girono brought up the fact that the Personnel Policy states that only the Mayor with the approval of the Board is allowed to sign the contracts for the City. Karen said she is currently working with MetLife for new Life and Disability Insurance and with Verizon for new mobile phones and asked the Board for direction. She said the Insurance applications states you are entering into a contract. City Attorney Paul Rost stated that State Statute says you have to have the authority to sign a contract and said the Personnel Policy can be amended to state, “unless directed by the Board” or the Board can just give the authority to someone when the Board gives the approval for a purchase, etc., as it will also be in the minutes of the meeting. Alderman Schuchmann suggested amending the Personnel Policy adding the statement, “unless directed by the Board.” Alderman Schuchmann made a motion to allow Karen Girono to sign the MetLife and Verizon Wireless Contracts. Alderman Toothman seconded it and the motion unanimously carried.

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.

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

Request for Stop Signs – Treasurer Karen Girono stated that Bob Fitzgerald of Manchester Investors contacted her and they are requesting stop signs installed where the forklift crossing is for the “Coke” Warehouses. Alderman Schuchmann asked that Larry review putting a “Stop Sign” ahead of the curve and get back with the Board.

Request for Adjustment – Account #100241005 – Treasurer Karen Girono explained there was a glitch in the system where it had billed a vacant account and the new account had also been billed, therefore, the vacant account needed to be adjusted. Alderman Schuchmann made a motion to approve the Adjustment. Alderman Rowden seconded it and the motion unanimously carried.

Review of Proposed Off-Street Parking and Loading Ordinance – Treasurer Karen Girono said she had comments in her report regarding it regarding the downtown area and landscaping required in the Industrial District. Alderman Schuchmann made a motion to forward the item to Workshop for further review. Alderman Rowden seconded it and the motion unanimously carried.

Hiring of a new Reserve to Part-Time Officer – Police Chief Eskew asked for permission to hire Kevin Jacobsmeyer as a Reserve Police Officer with reassignment as a Part-time Officer after completion of his field training. He has four (4) years of experience with the City of Creve Coeur and is working full-time with a private security company at this time.

Mayor Heiliger made a recommendation on the Chief's recommendation to hire Kevin Jacobsmeyer as a Reserve Police Officer effective immediately. Alderman Schuchmann made a motion based on the Mayor's recommendation to hire Kevin Jacobsmeyer as a Reserve Police Officer, effective immediately. Alderman Rowden seconded it and the motion unanimously carried.

Mules Contract – Police Chief Eskew discussed the new Server Project and implementing the Mules Program that will bring the cost of entering Warrants down from \$300 to \$60 per month. Missouri State Highway Department will need to come out and conduct a safety inspection on their network. He said if the City fails to follow through with the contract, The City can be charged for their time to come out to the City. Chief Eskew said he will proceed with the program and will bring everything back to the Board.

RFP's for Redevelopment – Economic Developer Karen Girondo discussed the old Big Boys property and asked what the Board wants to tell the developers what the City would like in that location. She said whether it is a TIF, 353 through the Redevelopment, a Community Improvement District, etc., it will need to be in the proposal. Karen said after she knows the answers, she and City Attorney Paul Rost can get the proposal together to give to the development community. Alderman Schuchmann made a motion to postpone this item to the next Board of Aldermen Meeting. Alderman Rowden seconded it and the motion unanimously carried.

Ordinance/Resolutions

Bill #17-14 Ordinance – AN ORDINANCE AMENDING CERTAIN SECTIONS OF CHAPTER 700, "WATERWORKS," OF THE CODE OF ORDINANCES OF THE CITY OF WRIGHT CITY, MISSOURI. Alderman Rowden made a motion to read Bill #17-14 a second time by title. Alderman Toothman seconded it and the motion unanimously carried. After the second reading, Alderman Rowden moved that Bill #17-14 be placed upon final passage. Alderman Toothman seconded it and the motion unanimously carried. Mayor Heiliger then put the question "Shall Bill #17-14 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 #831 of the City of Wright City, Missouri.

Reports

Park – Park Director Curt Kehoe was on Vacation.

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

Wildcat Drive – Pipe Placement – Nathan said they were about 90 percent complete with installing the 48 inch pipe. They have some more concrete to pour for the Inlets.

Indian Head Lodge Road – Overlay – This was completed. He said they had a lot of good compliments on it. Alderman Schuchmann asked Nathan if he could check into striping Indian Head Lodge Road, due to it being so hard to see at night.

WWTF – Nathan said they had their five-year inspection from DNR and are waiting for a list of corrections to take care of.

Water Valve Locations – Nathan said he was working on the subdivision plans for water valve locations and there are only four (4) subdivisions not completed.

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 939 calls for service, with 36 incident reports since the last meeting. The calls included fugitive arrests, property damage, domestic assault, recovery of stolen property, child abuse, and dangerous drugs. The SRO Program has been implemented and Officer Catron has been doing a great job. He thanked the Board for approving the SRO Program. He stated Officer Tomlin was working on routine patrol over the weekend and noticed a lot of trash at Diekroeger Park. He summoned the suspect and was also helped another family to pick up the trash at the park.

City Hall – City Clerk Christine Martin gave report to the Board. Business License issued to Jessica Grose for a Home Photography Office at 204 Midland. Pending businesses are Todd Plumb, Fearsome Entertainment, and Vaughn Telfer for an Auto Body Shop at 201 Hedeman. Business License Renewal Status was 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. City Clerk Christine Martin stated she will be attending an “Open Enrollment” Training Webinar with MCHCP on Tuesday, August 19th.

Treasurer/Economic Development – Treasurer Karen Girondo provided a report to the Board. Karen discussed RFQ’s going out to the Auditing Firms and asked whether the Board wanted the bids opened ahead of time or at the meeting. Alderman Schuchmann asked that they be opened at the meeting.

Karen stated the Downtown Revitalization Conference was well worth the time and plans to get a meeting together with the Downtown Merchants.

New SEC Rulings on Municipal Bonds - She said the City has to go back about ten years and see if they violated any filings on the City’s Bond Issues. Karen she would feel more comfortable with Kristen reviewing them first. The Board said they were fine with having Kristen reviewing.

Karen said she and Josh Beck and Steve Etcher met with a local company that is considering some expansion. Karen said the invoice for the Greater Warren County EDC is in with the Bills along with a copy of the update explaining what was done throughout the year.

The Verizon Rep will be at City Hall at 9:30 on Tuesday morning with the new phones.

Review/Approval of Bills

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

Final Questions – Alderman Rowden thanked the Public Works Department Crew and the contractor for doing a great job on Indian Head Lodge Road, as it was a major improvement for safety issues in that area. Mayor Heiliger told Ms. Brakensiek that he will look at her situation and be in touch with her.

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 Toothman 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 8:15 pm. Alderman Bruce seconded it and the motion unanimously carried.

Approved _____

Attested _____