

**City of Wright City
Board of Aldermen Meeting Minutes
Thursday, September 24, 2015**

Signed in Attendance: Rick & Carrie Allen, Ruth Allen, Phyllis Allen, Stacy Apple, Chad Eggen, John Garrett, Julie & Tina of Our Hair Salon, and Tim Schmidt of Warren County Record.

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

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

Mayor Heiliger called the meeting to order at 6:30 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

Alderman Toothman led everyone in the Pledge of Allegiance

Approval of Minutes

Minutes from Board Meeting of August 27, 2015 – Alderman Rowden made a motion to approve the minutes from the Board of Aldermen Meeting of August 27, 2015. Alderman Bruce seconded it and the motion unanimously carried.

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

Review of proposed Amendment to Section 400.050 Procedures of the Wright City Municipal Code to increase the distance for giving notice of zoning amendments and to enact other revisions – Alderman Rowden made a motion to accept the recommendations of the Planning & Zoning Commission for approval of the amendment to

Section 400.050 Procedures. Alderman Toothman seconded it and the motion unanimously carried.

Review of Site Plan for Addition to Reliable Storage at #1 Hat Trick Lane by Joe Prenger – Alderman Rowden made a motion to accept the recommendations of the Planning & Zoning Commission for approval of the Site Plan for Reliable Storage. Alderman Bruce seconded it and the motion unanimously carried.

Resignation of Planning & Zoning Member – Alderman Schuchmann made a motion to accept the resignation of the Planning & Zoning Member Sal Gertken. Alderman Toothman seconded it and the motion unanimously carried.

Old Business - None

New Business

Bid Opening – Sale of City Vehicle – City Clerk Christine Martin announced there was one (1) bid received from George Hoelscher for \$700 for the 2007 Ford Crown Vic. Mayor Heiliger asked if there were any other bids to be turned in and there was no response. Chief Eskew stated that with transmission problems on the vehicle, he recommended the sale of the vehicle. Alderman Schuchmann made a motion to close the bids for Sale of the City Vehicle. Alderman Rowden seconded it and the motion unanimously carried. Alderman Schuchmann made a motion to accept the recommendation of Chief Eskew and to accept the bid from George Hoelscher for \$700 for the 2007 Ford Crown Vic. Alderman Toothman seconded it and the motion unanimously carried.

Boonslick Regional Planning Commission – Chad Eggen – Mr. Eggen from Boonslick Regional Planning Commission was present to introduce himself to the Board. He stated they are doing a lot of GIS Mapping and Infrastructure Work, along with a housing study, traffic counts, and several other planning studies. He said the Warren County Hazard Mitigation Plan will be up for its five-year renewal and will begin the process in December of this year and run through August. They have been working with Karen on Economic Development. He also mentioned that they are the technical assistance for the City, if needed.

Pay Request #3 for MB Construction – Treasurer Karen Girondo said that all certified payrolls have been received and the payment is okay to submit. Alderman Rowden made a motion to authorize payment #3 for MB Construction. Alderman Toothman seconded it and the motion unanimously carried.

Fixed Assets – Treasurer Karen Girondo explained that the current fixed assets program has stopped working and she needs to purchase a new program. She said the new fixed assets module in Summit if purchased from Data Technologies will automatically download information into the fixed asset program when an invoice is entered and paid. The cost is \$2,000 plus some setup fees. Alderman Schuchmann made a motion to purchase the fixed asset program as requested. Alderman Rowden seconded it and the motion unanimously carried.

UB Payment Agreement Request – Account #200896001 – Alderman Schuchmann made a motion to deny the Payment Agreement Request. Alderman Rowden seconded it and the motion unanimously carried.

Payment Agreement Status Report – The Board discussed the report and status of the delinquent accounts. Alderman Toothman made a motion to revoke the payment agreement on Account #100341001 and order the water to be shut off for non-compliance of the agreement. Alderman Schuchmann seconded it and the motion unanimously carried.

Utility Billing Adjustment Report – August – Alderman Rowden made a motion to approve the Adjustment Report. Alderman Toothman seconded it and the motion unanimously carried.

Request for Training – MEDC Fall Conference 2015 – Treasurer Karen Girondo asked for permission to attend the MEDC Fall Conference October 21st through October 23rd. Alderman Toothman made a motion to approve the training request. Alderman Bruce seconded it and the motion unanimously carried.

Sewer Camera System – Superintendent Larry Janish explained the camera system is for sewer lines so they can locate blockage and it tells the footage for how far they are into the sewer. It will work with their current locator. Larry Janish said he does have a bid for \$12,363.85 from Schulte Supply, but would like to get a couple more bids.

Request for Review – Account 100039005 – Alderman Schuchmann asked Larry about the request and if the meter had been locked out. Larry said that Nathan could not find anything wrong with the meter and water was used within that time period. Alderman Schuchmann said he would like to know if the meter was locked out and to contact the customer to let them know the City has the capability to send the meter out to be tested. Alderman Schuchmann made a motion to postpone to the next meeting. Alderman Rowden seconded it and the motion unanimously carried.

Contract Renewal for Robert Barclay – City Clerk Christine Martin stated the contract was up for renewal and discussed the a few changes with the Board. She stated the City Attorney has reviewed the contract and made a few corrections. Alderman Rowden made a motion to approve the agreement. Alderman Toothman seconded it. Aldermen Rowden, Toothman, and Bruce votes yes, and Alderman Schuchmann abstained from voting. The motion carried.

Ball Field Lighting – Park Director Curt Kehoe explained that Ruge Park ball field lights were 23 years old and some of the lights are just now starting to burn out. Curt said he would like to take the proposal from Musco Lighting to replace the lights at a cost of \$3,700. He said Musco will send their truck to change the lights out. Curt stated if some ballasts need to be changed, there will be additional charges. Alderman Schuchmann made a motion to proceed with the quote as presented, not to exceed \$5,000. Alderman Bruce seconded it and the motion unanimously carried.

Vacation Carry-over – Parks – Alderman Schuchmann made a motion to approve the vacation carryover until the end of the year. Alderman Toothman seconded it and the motion unanimously carried.

Budget Preparation – Treasurer Karen Girondo said she is sending a letter to the Department Heads asking for expenditures and at the next meeting we need to set a budget meeting for the end of October so the budget can be completed by the end of December. Alderman Rowden asked if a Capital Outlay request list from the departments can be prepared for next year and Karen agreed.

Contract Amendment – Kuhlmann Design Group – Treasurer Karen Girondo said DNR has requested a new contract to include the subcontractors because the last invoice had the two subcontractors on it. She stated there is an ordinance following to accept the amended contract.

K-9 Training – Police Chief Eskew announced that Officer Tomlin came back to work today and he would like to get the K-9 Program up and running again by sending Officer Tomlin and Zeus to Boone County for eight weeks of training. The total cost of the training and for him to stay in Boone County would be \$3600. Alderman Rowden made a motion to approve the K-9 Training Request. Alderman Bruce seconded it and the motion unanimously carried.

Radio Communications Repeater Project – Police Chief Eskew discussed communication problems with the walkie-talkies and has been working with A&W Communications out of Eolia. Chief Eskew discussed the possibility of having a repeater installed on the water tower for their communications equipment. He said that if they install a repeater on the tower and the City decides to take down the water tower, they would have to relocate the equipment elsewhere which would cost around \$4,500. The Board discussed options of where to have the repeater installed. Alderman Rowden asked Chief Eskew if he's reached out to Warren County for some assistance. He said he did not think the funds were there. Alderman Schuchmann asked Chief Eskew to reach out to Warren County Joint Communications for some feedback and add the project to the next Workshop Agenda.

Request for Adjustment – Account 100500003 – Alderman Schuchmann made a motion to deny the request. Alderman Toothman seconded it and the motion unanimously carried.

Request for Consideration – Excess Pets – Ruth Allen and her Grandson spoke to the Board asking for permission to keep their pets. Ms. Allen and her Grandson stated they had approximate nine (9) dogs and six (6) cats with five (5) people living in the home and that there are four (4) families living in the house. The Grandson stated they were all inside dogs except for two of them. He said he believes they had most of the dogs before there was an ordinance restricting the number of dogs. Alderman Schuchmann discussed an ordinance being on the books only allowing three (3) pets and stated there was a complaint regarding the pets. Alderman Schuchmann made a motion to postpone the decision to the next meeting in order review it. Alderman Rowden seconded it and the motion unanimously carried. Alderman Schuchmann encouraged the family to get their dogs vaccinated.

Special Permit Request – Our Hair Salon – Tina Lashley of Our Hair Salon said they wanted to host a poker run and an event "Wigs for Kids" that would be from 10:00 am to 12:00 Noon. The Poker Run will start at their hair salon, run through Marthasville to Hawk Point, and then back to Mikey's in Wright City. Alderman Schuchmann made a motion to approve the request. Alderman Bruce seconded it and the motion unanimously carried.

Ordinance/Resolutions

Bill #29-15 Ordinance – An Ordinance was read by title. AN ORDINANCE AUTHORIZING EXECUTION OF AN AMENDMENT TO THE CONTRACT BETWEEN THE CITY OF WRIGHT CITY AND KUHLMANN DESIGN GROUP FOR ENGINEERING AND CONSULTING SERVICES FOR THE SANITARY SEWER STUDY IN THE CITY OF WRIGHT CITY, MISSOURI. Alderman Schuchmann made a motion to read Bill #29-15 a second time by title. Alderman Rowden seconded it and the motion unanimously carried. After the second reading, Alderman Schuchmann moved that Bill #29-15 be placed upon final passage. Alderman Bruce seconded it and the motion unanimously carried. President of the Board Jim Schuchmann then put the question “Shall Bill #29-15 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 thereupon presented to the Mayor and President of the Board for their signatures and approval and then duly signed and becomes Ordinance #862 of the City of Wright City, Missouri.

Resolution #30-15 – A RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT BETWEEN THE CITY OF WRIGHT CITY AND ROBERT BARCLAY ENTERPRISES, INC. Alderman Rowden made a motion to approve Resolution #30-15 by title. Alderman Toothman seconded it and the motion unanimously carried. Roll was taken with the following vote:

Alderman Schuchmann	Abstain	Alderman Bruce	Yea
Alderman Toothman	Yea	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 #30-15 of the City of Wright City, Missouri.

Reports

Park – Park Director Curt Kehoe was present and reported to the Board. Curt said the Fall Flea Market will be Saturday October 3rd at Diekroeger Park. Curt said the last Farmer’s Market was tonight. The Fall Ball Season is not behind and should end on time. Trunk or Treat is Saturday October 31st and the FFA kids will be helping out with the event. They are predicting a record number of kids since it will be a Saturday night.

Public Works – Superintendent Larry Janish reported to the Board.

Westwoods Road Water Line Project – The project is about 90 percent complete and almost has all of the connections completed. The contractor will begin grading, seeding, and putting straw down. The public works will patch the road where cross connections were made.

Asphalt – They put down about 40 tons of asphalt by hand over the last couple of weeks in several subdivisions. They are done with Falcons Crest, Spring Hill Circle and are working on Browning Drive off of Wildcat Drive. They will be moving to First Street and the Alley near City Hall. Alderman Schuchmann asked Larry about a dip running north and

south on Westwoods Road. Larry stated the Westwoods Road pipe will be replaced along with the 48" pipe on Roelker Road.

Road Grader – Larry Janish said that two (2) weekends ago someone broke six (6) windows out of the road grader and the cost to replace the glass was \$660. He has managed to get all of the vehicles into buildings at this time for security. He stated if the Big Boy's property is sold, where he is storing some vehicles, he may have to build another shed for storage.

Police – Police Chief Eskew reported to the Board and said they had 1,247 calls for service, with 49 incident reports since the last meeting. Some reports included fugitive arrests, a missing juvenile, property damage, stealing, robbery, assault, counterfeiting, distribution of a controlled substance, dangerous drugs arrest, and unlawful use of a weapon. The Detective Bureau has been very busy and has executed four (4) search warrants in six (6) days.

Strassenbash – He stated it was put together and went well this year and they had no issues.

Code Enforcement – Officer Jenkins has been busy and resolved 32 ordinance violations without a need for a lot of warnings.

City Hall – City Clerk Christine Martin reported to the Board and stated no new Business Licenses were issued. She stated she still has a pending application for a liquor store/bait shop for the old Wright Stop building. Leonard Brown will be dropping off an application for a business license and conditional use permit for detailing and selling used vehicles. Two other applications for a business license were given; one for an office and one for a food pantry.

Business/Liquor License Renewals – There is still one outstanding Liquor Licenses.

Cemetery – There were no burials since the last meeting. There are some trees that need to be trimmed and bids will be obtained for that.

Fall-Winter Newsletter – City Clerk Christine Martin asked for any changes or suggestions for the upcoming newsletter.

Treasurer/Economic Development – Treasurer Karen Gironde reported to the Board.

Meetings – Karen said she attend the Wright City R-II School Board Meeting with the Greater Warren County EDC. The School renewed their membership with the EDC.

Financial – Karen said she attended a webinar through LAGERS on the new GASBY 68 Ruling that requires what is put into the City's Financial Statement regarding the City's pension assets and liabilities for the audit. She also attended a webinar through the St. Louis Municipal League regarding municipal bonds to provide full disclosure.

Sewer – Changed the sewer averaging back to "based on water consumption" starting with the September 30th billing.

Strassenbash – Karen thanked everyone for their participation and stated she has received a lot of positive feedback.

Karen discussed the house on Elm Street that had burned and asked how long can the City leave the house sit. City Attorney Paul Rost stated the City will need to go through the process as outline in the Municipal Code and suggested notice going to the owner and the insurance company. Chief Eskew stated he is concerned with kids going into the unsafe structure.

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

Final Questions – Mayor Heiliger stated that Strassenbash went very well.

Vote to go to Closed Session - 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)); and Leasing, purchasing, or sale of real-estate (610.021(2)). 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	Yea
Alderman Bruce	Yea	Alderman Rowden	Yea

The motion carried.

Adjournment – Alderman Rowden made a motion to adjourn the meeting at 8:45 pm. Alderman Bruce seconded it and the motion unanimously carried.

Approved _____

Attested _____