

City of Wright City
Board of Aldermen Meeting
October 13, 2011, 6:30 pm

Signed in Attendance: George Eckhoff, Shirley Eckhoff, Tim Schmidt and Jason Edge.

City Official attendance: Mayor Heiliger, Alderman Schuchmann, Alderman Black, Alderman Toothman and Alderman Reynolds were present.

Staff and Others: Superintendent Larry Janish, City Clerk Christine Martin, Police Chief Doug Saulters, Parks Director Curt Kehoe, City Attorney Paul Rost and Treasurer/Economic Developer Karen Gironde.

Roll Call

City Clerk Christine Martin called roll with Mayor Heiliger, Aldermen Schuchmann, Black, Toothman, and Reynolds present. The City Clerk reported the Mayor and four (4) Board Members present.

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

Pledge of Allegiance

George Eckhoff led everyone in the Pledge of Allegiance.

Meeting Minutes

Minutes from Board Meeting of September 22, 2011 – Alderman Schuchmann made a motion to approve the Board of Aldermen Meeting Minutes of September 22, 2011. Alderman Black 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

Request for Payment Modifications-Account 101081001/400158002 – City Clerk Christine Martin advised the Board the older account had been paid due to new ownership but the applicant was advised there may still be \$5 owed. Her past due on the current account was due to be caught up by the Board meeting. Alderman Schuchmann made a motion for the payment modification to continue at this time. Alderman Black seconded it and the motion unanimously carried.

Business License – Jason Edge – Edgeville LLC dba The White Rabbit – Jason Edge was present for a Business License to operate a business at 14980-B Veteran’s Memorial Parkway and explained there will be 1216 total square feet for his business with about 97 square feet for the adult section as shown in blue on the sketch presented by him. It will be apart from his main showroom and be against the back

wall of the second room. He said they were going to offer some adult videos and toys. Mr. Edge had a floor plan for the Board and said the small area in blue of the proposed finished showroom is where he will have the Adult products. Their only changes to the building would be finishing the unfinished garage of the building into a showroom which will be 19.4 feet by 19 feet. It would be the main showroom of the gift shop and would not have any Adult products. He stated there is an apartment built in and he planned to live there for the first year. Mr. Edge said he is a business student attending Maryville University and this is his second Tobacco Gift Shop. He sold his previous shop in Encino, California in 2006. Alderman Schuchmann discussed the building layout and door access with Mr. Edge. Mr. Edge stated the adult novelties is really not their focus or interest, but it worked well for them in their last shop because of the high markup and has become a trend to be sold as part of tobacco shops. He said their last store had 10 percent of adult products and doesn't expect their inventory percentage of this shop to be more than 4 percent of their total inventory, as noted in the definitions of chapter 630.10. Jason Edge said he uses Quick Books for his point of sale and is always able to print out his inventory and sales at any time. He said his books are always open. If the Adult Products business doubled in the next two years, he will still be 50 square feet away from the requirement for him. City Attorney Paul Rost said the zoning is okay and as long as the adult products income, inventory and floor space remains at 19.9 percent and under, it does not make it a sexually oriented business. The City Attorney Paul Rost discussed making a report of income, inventory and use of floor space a condition of the business license along with MO inventory and sales data. Alderman Schuchmann said 1216 square feet of area will need to be finished and said he would need to obtain a building permit to finish the warehouse. Alderman Schuchmann said he would be more comfortable with the City Building Official looking at it first to be sure it will fit with what it will be used for. Alderman Reynolds asked about signage. Mr. Edge said he will use the existing sign area and frame and said it won't be profane. Mr. Edge said his signing a lease on the building is contingent on the City's approval of the license. Alderman Schuchmann suggested to Mr. Edge that it be reviewed by the Building Official first in case doors needed to be changed, he may want to negotiate that with the landlord. Mr. Edge agreed that it would be best for him to contact the building official before proceeding.

MoDOT Rest Area – Sanitary Sewer Connection – Karen Girondo said she has not heard anything back from MoDOT with the preliminary plans.

Big Boys - Superintendent Larry Janish said if the Board was interested in using City forces and equipment to take the building down, they could get a pretty good start on most of it. Larry Janish said he had prices to dispose of debris for tearing down the building. Larry said the 40 yard container would be the best option and said it would take about 10 large containers or less. Larry said there are a few things that need to come out of the building. He said the blocks would go to Turpin. Larry said he will start by removing the east end of the building which was an add-on, then the front porch area, and then the final structure along with the roof. Larry said they can start with that and could continue further if the Board wanted them to. Karen Girondo explained there has been \$6600 in sales of Big Boys merchandise. Karen said she has a meeting scheduled with NECAC on Wednesday October 18th for them to bid on demolition of the building for the City. Larry said he would not have time until mid November to work on the building and didn't believe he would go over the tonnage on the containers. Mayor Heiliger added that Wilson Waste has given the City a good quote on dumpsters.

New Business

Utility Disconnect Hearing - City Clerk Christine Martin stated disconnect notices were sent out to all that owed past due balances and she had a report of accounts for review that notices were sent to. Alderman Schuchmann made a motion to proceed with Utility Disconnects as scheduled. Alderman Reynolds seconded it and the motion unanimously carried.

Proclamation – Mayor Heiliger read a Proclamation in Honor of George Eckhoff dba Georges Barber Shop and having been in business for forty years which has supported community, charitable, social, civil and cultural organizations with no recognition expected.

Liquor License – The Wheel Inc., 305 East South First Street – City Clerk Christine Martin said she talked to Bob Barclay and he stated the hockey rink is supposed to come in first to obtain a building permit to put in the handicap bathrooms before they can open up the concession bar. The applicant was not present. Alderman Schuchmann made a motion to postpone the application. Alderman Reynolds seconded it and the motion unanimously carried.

Utilities Balance Adjustment Report for September – Alderman Schuchmann made a motion to accept the report. Alderman Reynolds seconded it and the motion unanimously carried.

Utilities Request for Adjustment – Account 200029001 – Alderman Schuchmann made a motion to postpone the request pending more information. Alderman Reynolds seconded it and the motion unanimously carried.

2012 Budget Preparation – Karen said she has the figures done for the end of September and is putting together the end-of-year figures. She will get with the Department Heads next week to start working on this budget. She asked about scheduling 2012 budget meetings. Alderman Schuchmann suggested scheduling them at the next meeting.

Review of Warren County Hazard Mitigation Plan Adoption – Economic Developer Karen Girono explained that it is for all cities and school districts and will assure a mechanism is out there to obtain funding for projects. Alderman Schuchmann said he was okay with it.

Utilities Bad Debt – Karen Girono explained to the Board the bad debt had not been thoroughly looked at since 2006 when we got the new summit program. Karen said that she had Pam start about two months ago going over a report and to give her accounts that are closed accounts, the last bill date and amount still owed and if they have been sent to collections or not. From that spreadsheet, Karen pulled a listing. The first account list is from 2006 and should be written off and it amounts to \$8,777.52. After two years, we are not able to collect on them. The amount that Karen asked to be written off is less than two-tenths of a percent. The amount sitting in collections right now is \$28,753.00 and is six-tenths of a percent and is since 2006. Karen said she has talked to the accountants about it and they advised to take them out of Accounts Receivable and write them off, but keep a list of them to try and collect if the people move back in town. Karen asked the Board to vote if the accounts can be written off. Alderman Toothman asked if there is something in the computer keeping the bills from getting too large. Karen said she thinks we put enough safeguards in place now. She said Christine reviews all the delinquent accounts now and as soon as one goes up very high, she finds out why and said they both do spot checks. Karen said we have

tightened the collections process which will help a lot of the bad debt. Alderman Schuchmann made a motion to approve writing off both the account listings totaling \$8,967.56 that are on two pages. Alderman Reynolds seconded it and the motion unanimously carried.

Storm Siren Maintenance – Larry Janish discussed the storm sirens still not working due to batteries and chargers not working. Alderman Schuchmann asked Larry Janish to get two more bids on the Siren Maintenance.

Appointment of Part-time Police Officer – Chief Saulters said Scott Pieper works for Benchrest and is resigning as a part-time officer for the City. Chief Saulters said he recommends hiring Scott Taylor who is a Sergeant with Warren County Sheriff’s Department and asked for permission to hire him. Chief Saulters said in the future he plans to decrease that number down from eight part-time to maybe five or six part-time officers. Mayor Heiliger recommended hiring Scott Taylor as a part-time police officer based on Chief Saulters’ recommendation. Alderman Schuchmann made a motion to accept the Mayor Heiliger’s recommendation to hire Scott Taylor as a part-time office at the part-time officer pay of \$11.75 per hour. Alderman Reynolds seconded it and the motion unanimously carried.

ORDINANCE/RESOLUTIONS

Resolution #17-11 was presented to the Board. Resolution #17-11 was read by title. A RESOLUTION ADOPTING THE WARREN COUNTY HAZARD MITIGATION PLAN, WHEREAS THE WARREN COUNTY HAZARD MITIGATION PLAN IS A MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN PREPARED IN ACCORDANCE WITH FEMA REQUIEMENTS AT 44 C.F.R. 201.6. Alderman Schuchmann made a motion to approve Resolution #17-11. Alderman Reynolds seconded it and the motion unanimously carried. Roll call was taken with the following vote:

Alderman Schuchmann	Yea	Alderman Toothman	Yea
Alderman Black	Yea	Alderman Reynolds	Yea

The Resolution having the majority vote of the members present was adopted. Said Resolution was thereupon presented to the Mayor for his signature and approval. It was then duly signed and becomes Resolution #17-11 of the City of Wright City, Missouri.

Reports

Parks – Curt Kehoe gave report to the Board. He said the Fall Flea Market was the most successful ever with 53 vendors. The Dance Classes are growing and they are adding another hour on Thursday evenings and will include the Tumbling Class. Tae Kwon Do Classes will start on November 2nd, and the Zumba Classes are expanding to Saturday classes. The outdoor Farmer’s Market ends next week, but will be starting a Winter Market on November 17th and it will be held on the third Thursday of the month until the Spring Farmer’s Market starts up again. They will winterize the restrooms on November 1st after ‘Trunk or Treat’. They will be having a Babysitting Class start on October 22nd. A day trip will be scheduled for a Winery Tour on October 25th. “Trunk or Treat” will be on the evening of October 31 at 6:00 pm. A Murder Mystery Dinner will be held on November 4th. Curt said he will be on KWRE Live

Wire at 9:00 am for 30 minutes for the Fall/Winter programs and a 30 minutes session the for Spring Summer programs.

Public Works - Superintendent Larry Janish gave report and said they are 95 percent complete on the patchwork in the Kerland Subdivision where the contractor cut pavement to install new water lines. They started pouring 10-1/2 yards of concrete today for the north entrance way on Stuermann Road. It covered half of the entrance. They will do the south side in about 14 days.

Larry said they plan to start on the Huster Drainage Project in between working on Stuermann Road. Alderman Schuchmann asked Larry if he got the prices turned in on Lake Tucci yet and Larry said not yet. Karen said the bills for Lake Tucci are in the payments for tonight. It was stated they need to be billed and given 30 days first before a lien is processed. City Attorney Paul Rost said the cost will have to be broken down per lot.

Building Official - Larry Janish stated there has been 30 year-to-date New Home Permits paid for with four (4) New Home Permits since the last meeting. Two (2) were for Regeon Homes and two (2) were for Cannon Builders. There were four (4) Miscellaneous Permits issued. One for a deck and two (2) signs and one (1) fence permit. There were eleven (11) Occupancy Inspections. Larry discussed search warrants with the City Attorney for entering rear yards with privacy fences and it was stated to go through the police department when it is needed.

Police Department – Police Chief Doug Saulters was present and gave a report to the Board. He said they've had 428 calls in the last two weeks and 44 of them had incident reports written on them. They had two deaths; one was natural causes and one was a suicide which was a transient from the rest area. He said the DARE Officer taught her first DARE Class today at Liberty Christian Academy which will be wrapped up by December and she will start a class at the Wright City Elementary School. He said his officers did two search warrants and one was initiated by the State Drug Task Force off of the North Service Road where two individuals were arrested and took down a meth lab. The other was initiated by our officers for a residence on Kerland for drugs. Detective Scanlon cleaned up a first degree burglary today and got a full confession out of the person for fraudulent use of credit cards and taking a credit card device.

City Hall – City Clerk gave report to the Board. She discussed Health Insurance and said she received all the paperwork and would hand it out to full-time employees with open enrollment being from October 11 to November 10. She is working on the Surplus Property list from the Department Heads. She said she is still working on getting bids for the Cemetery Sign. For delinquent water bills, she met with Robin and Pam and worked on some policies to help eliminate the problem of missed services and high water usage. The two-part Work Order Forms was received and are now in use. The forms will initiate in the office by Robin filling it out for new or disconnected services. She will then give it to Public Works and they will fill it out and sign it and the superintendent will keep a copy to file and the office will keep the original. Alderman Toothman asked about landlords and she said Robin will be working on getting any landlord information caught up.

Treasurer Report – Treasurer Karen Girondo said September financials are on the table. All major expense accounts are between 75 and 80 percent. Karen said she started working on end-of-year figures and will be meeting with Department Heads next week. She discussed Motor Fuel Tax Distribution and said the state will be using the new Census information. The Water Study funded by DNR was approved by the State and provided the Board with recommendations for timeline and cost estimates. Karen then discussed the requirements of the COPS and stated the actual insurable cost must be certified. Archer did the letter last time because they had the figures. She said she asked Cochran this time and it would be time and materials with not to exceed \$500. Karen said she emailed Nancy with Mid-West Agency to see if they could give us a letter on the values and they can so there will not be a cost.

Economic Development Report - Karen attended the Booneslick Regional Planning Commission Membership Meeting as she is the designated rep. Representative Luetkemeyer was present and also State Rep Bart Korman and they discussed the Hazard Mitigation Study. She attended an RCGA and Missouri Partnership meeting and was introduced to two new members. Karen said next Agenda will have the Scott's Project on it. She will be attending MEDC Conference on October 26 through 28, but should be able to drive back for the Board Meeting.

Review/Approval of Bills - Alderman Schuchmann made a motion to approve the bills. Alderman Reynolds seconded it and the motion unanimously carried

Final Questions – Alderman Reynolds discussed the equipment parked in the fenced yard where a Business License was approved to Hall Equipment.

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 relating to Legal, Real Estate and Personnel, as allowed pursuant to the exception of the provisions of Section 610.021(1)(2)(3) RSMo. Alderman Black seconded it and roll call was taken

Alderman Black	Yea	Alderman Schuchmann	Yea
Alderman Reynolds	Yea	Alderman Toothman	Yea

The motion carried.

Alderman Schuchmann made a motion to come out of executive session and go into regular session. Alderman Toothman seconded it and roll call was taken:

Alderman Black	Yea	Alderman Schuchmann	Yea
Alderman Reynolds	Yea	Alderman Toothman	Yea

The motion carried.

Adjournment - Alderman Schuchmann made a motion to adjourn the meeting at 8:40 pm. Alderman Reynolds seconded it and the motion unanimously carried

Approved_____

Attested_____